



Notes: Immediately following the regular meeting, a closed session will be held regarding attorney-client matters pursuant to RSMo 610.021(1) and personnel matters pursuant to RSMo 610.021(13).

BOARD OF ALDERMEN
Regular Meeting Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, March 15, 2016 7:00 pm
City Hall Boardroom

Next numbers: Bill No. 2868 / Ord. No. 2838

1. CALL TO ORDER

- A. Roll Call
- B. Pledge of Allegiance

2. CITIZEN INPUT

3. MAYOR'S REPORT

- A. Welcome Nature Sanctuary Director Joe Ryan

4. CONSENT AGENDA

- A. Approve the minutes for the March 1, 2016, regular meeting
- B. Receive and file the February Municipal Court report
- C. Receive and file the financial report for the month ending February 29, 2016
- D. Receive and file the crime statistics for January 2016
- E. Approve Change Order No. 3 with Insituform Technologies for the cured-in-place pipe lining work for the Sanitary Sewer Phase 3 repairs
- F. Approve the purchase of a new 2016 John Deere Z997R Commercial L.C. Diesel Mower from Heritage Tractor, Inc. for the Parks Division
- G. Approve a small construction services agreement with American Sweeping for the 2016 Street Sweeping Program
- H. Approve accounts payable from February 26 to March 10, 2016

Please Note: All matters listed under "Consent Agenda" are considered to be routine by the Board of Aldermen and will be enacted upon under one motion without discussion. Any member of the Board of Aldermen may be allowed to request an item be pulled from the Consent Agenda for consideration under the regular agenda if debate and a separate motion are desired. Any member of the Board of Aldermen may be allowed to question or comment on an item on the Consent Agenda without a separate motion under the regular agenda. Items not removed from the Consent Agenda will stand approved upon motion made by any alderman, followed by a second and a roll call vote to "Approve the consent agenda and recommended motions for each item as presented."

5. ACTION AGENDA

- A. Receive and file the 2015 Annual Report (Administration)
- B. Approve Resolution No. 16-004 to support an application for the Mid-America Regional Council 2016 Call for Projects for Federal Fiscal Year 2019-2020 federal-aid transportation funding (Administration) *(postponed from March 1 meeting)*
- C. Approve a banner design for the streetlight banners for the Route 9 Downtown Entryway Beautification Project (Administration)

- D. Approve the first reading of an ordinance to approve the final plat of the replat of Lot 11, Cider Mill Ridge 4th Plat – Case PZ16-01; applicant, RP Golf, LLC, owner (Community Development)

6. NON-ACTION AGENDA

- A. Conduct a Parkville Parks Master Plan key leader meeting with the project consultant team (Administration)

7. STAFF UPDATES ON ACTIVITIES

- A. Community Development
 - 1. Zoning and Subdivision Regulations Project
 - 2. Route 45 Corridor Study
- B. Public Works
 - 1. Hazardous Mitigation Grant Program for English Landing Park Low Water Crossing

8. COMMITTEE REPORTS & MISCELLANEOUS ITEMS FROM THE BOARD

9. EXECUTIVE SESSION

- A. Attorney-client matters pursuant to RSMo 610.021(1) and personnel matters pursuant to RSMo 610.021(13)

10. ADJOURN

General Agenda Notes:

The agenda closed at noon on March 10, 2016. With the exception of emergencies or other urgent matters, any item requested after the agenda was closed will be placed on the next Board meeting agenda. Emergencies and urgent matters may be placed on an amended agenda only upon vote of the Board of Aldermen. The deadline to submit your name for Citizen Input is noon on March 15, 2016.

1. CALL TO ORDER

A regular meeting of the Board of Aldermen was convened at 7:09 p.m. on Tuesday, March 1, 2016, at City Hall located at 8880 Clark Avenue, Parkville, and was called to order by Mayor Nanette K. Johnston. City Clerk Melissa McChesney called the roll as follows:

Ward 1 Alderman Diane Driver	- present
Ward 2 Alderman Jim Werner	- present
Ward 2 Alderman Dave Rittman	- present
Ward 3 Alderman David Jones	- present
Ward 3 Alderman Douglas Wylie	- present
Ward 4 Alderman Marc Sportsman	- present
Ward 4 Alderman Greg Plumb	- present

A quorum of the Board of Aldermen was present.

The following staff was also present:

- Lauren Palmer, City Administrator
- Kevin Chrisman, Police Chief
- Alysen Abel, Public Works Director
- Stephen Lachky, Community Development Director
- Matthew Chapman, Finance/Human Resources Director
- Tim Blakeslee, Assistant to the City Administrator
- Stephen Chinn, City Attorney

Mayor Johnston announced that a closed session was held at 5:30 p.m. regarding attorney-client privilege pursuant to RSMo 610.021(1).

Mayor Johnston led the Board in the Pledge of Allegiance to the Flag of the United States of America.

2. CITIZEN INPUT

Mayor Johnston recognized two members of Boy Scouts of America in the audience who were working on their Citizenship in the Community merit badge.

3. MAYOR'S REPORT

4. CONSENT AGENDA

- A. Approve the minutes for the February 16, 2016, regular meeting
- B. Receive and file the January sewer report
- C. Receive and file the Semi-Annual Financial Report for the second half of 2015 and direct City Administration to publish
- D. Approve a retail liquor by the drink picnic license for the Main Street Parkville Association for the Parkville Microbrew Fest on April 30, 2016
- E. Accept the public storm sewer improvements and associated maintenance bonds for Apple Blossom Lane
- F. Approve accounts payable from February 11 to February 26, 2016

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **APPROVE THE CONSENT AGENDA AND RECOMMENDED MOTION FOR EACH ITEM, AS PRESENTED.** ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

5. ACTION AGENDA

A. Approve Resolution No. 16-004 to support an application for the Mid-America Regional Council 2016 Call for Projects for Federal Fiscal Year 2019-2020 federal-aid transportation funding

Community Development Director Stephen Lachky stated that in 2015 a consultant team prepared the Route 9 Corridor Study that was adopted in January 2016. The study included preliminary concepts in 12 segments along the corridor that totaled approximately \$13 million. It was estimated that completion for all the segments would take about 25 years and the consultant recommended that the City look at grant opportunities, including federal aid funding from the Mid-America Regional Council (MARC).

Lachky said that since January staff discussed the different segments and the possible grants available to fund the improvements. He presented seven scenarios and highlights of each; presentation attached as Exhibit A. Staff recommended Scenario 4, which was a reduced scope of Scenario 3 that included the segment from Highway 45 south to 62nd Street. It included a sidewalk on the east side of the highway and a shared use path, but would not include street lighting or a sidewalk on the west side of Highway 9 that reduced the City's match by approximately \$30,000. The sidewalks and street lighting could be implemented at a later date.

Staff recommended Scenario 4 because it was the logical first step and would leverage funding through the 9 Highway Community Improvement District. Lachky said the scenario would score highly based on the study results and MARC's criteria. He added that the budget impact was \$740,000 with a local match for the city of 20 percent and a half percent administration fee, for a total budget of \$151,000. Lachky noted that funds would need to be obligated between 2018 and 2020 and the administration fee would need to be invoiced in 2017.

The Board discussed the sidewalks and street lights on the west side of the highway that were not included in the recommended scenario. City Administrator Lauren Palmer said that the City had agreement prior arrangement with Kansas City Power and Light for the lights downtown and a similar arrangement could be made for the area. They further discussed the extension of the sidewalk past the Pinecrest subdivision to Clark Avenue where a new signal was proposed in the study. Palmer responded that portions of different segments could be included but it would affect the City's local match.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO POSTPONE ADOPTION OF RESOLUTION NO. 16-004 TO THE MARCH 15, 2016, REGULAR MEETING. ALL AYES; MOTION PASSED 7-0.

B. Authorize staff to gather input from a small group and negotiate with the low bidder for the English Landing Park Restroom Project

Public Works Director Alysén Abel stated that Williams, Spurgeon Kuhl and Freshnock (WSKF) was contracted to design the restroom and they worked with staff and the Community Land and Recreation Board to recommend a design to the Board of Aldermen. Bids were opened on February 9 and the lowest bid received exceeded the engineer's estimate by approximately \$100,000. Abel said WSKF said the reason why the bid was much higher than estimated was due to recovery of the market. Staff met with WSKF and the low bidder, Gunter Construction, to discuss options to reduce the cost to get closer to the budget but keep the amenities from the original design. Abel said that in order to lower the cost, significant changes would be required and Gunter Construction was hesitant to negotiate too much without authorization from the Board of Aldermen.

On February 22, the Finance Committee recommended rejecting all the bids and forming a committee to review the project to bring it closer to the budget. Abel said there was some capacity from other budgets to cover the additional cost. She also said she spoke with Platte County about the outreach grant and said the City had until November 1 to construct the project to receive the funds. The City could apply for an additional extension or it could submit a revised

scope to rehabilitate the existing structure. Staff recommended that the Board authorize staff to work with the low bidder in order to keep the project's timeline and supported the idea on the creation of a committee to review the project.

Discussion focused on the items that could be negotiated to lower the cost, the reasons why the bids should be rejected, the options available if the project was redesigned and the costs to rehabilitate the existing facility.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO REJECT ALL BIDS AND TO ASSEMBLE A SMALL COMMITTEE TO REVIEW OPTIONS ASSOCIATED WITH THE ENGLISH LANDING PARK RESTROOM PROJECT. ALL AYES; MOTION PASSED 7-0.

C. Authorize staff to negotiate a collection and treatment agreement with Platte County Regional Sewer District for sewer service to West Park Addition, Lot 5

Public Works Director Alysen Abel stated that the request was discussed at the February 16 Board of Aldermen meeting. She said that the infrastructure could serve the six buildings in the addition and the nearest connection was to Parkville's sewer system, but the properties were located within the Platte County Regional Sewer District (PCRSB).

Abel responded to questions that were raised regarding zoning and noted that the City had similar zoning to Platte County but it was more restrictive. Since the discussion, staff met with PCRSB staff who offered assistance to the property owners. Through a collection and treatment agreement, the PCRSB would reimburse the City for its customer. Abel said the City had similar arrangements with Platte County in which the City reimbursed the District for some of the city's residents. Staff would prepare a policy for similar requests for the future.

Discussion focused on an alternative fee structure for customers that were not within the City's sewer boundaries but were connected to the system and rezoning and annexing the property into the city but grandfathering them from the code enforcement regulations.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO DIRECT STAFF TO DRAFT AN ORDINANCE FOR AN ALTERNATIVE RATE STRUCTURE FOR PROVIDING CITY SEWER SERVICE TO PROPERTIES OUTSIDE THE CITY LIMITS. ALL AYES; MOTION PASSED 7-0.

D. Approve a construction services agreement with the Deister Company, Inc. for waterline repairs to serve the Wastewater Treatment Plant

Public Works Director Alysen Abel said that in the summer of 2015 staff discovered issues with the water service to the sewer plant and determined there was a leak near Vikings Field. When the line was repaired, staff discovered the material was substandard and it became an issue in January. She said that staff was notified by Consolidated Public Water Supply District #1 that there were high usage readings from the service meter located at the northeast corner of the field. H&H Septic Service was hired to investigate the location of the leak and determined the leak was most likely in the marshy area south to the railroad tracks. Staff recommended replacing a majority of the waterline to repair the leak and bring the pipe up to standards. Abel added that the staff at the sewer plant were working to conserve water and would submit an appeal to Consolidated Public Water Supply District #1 for a reimbursement. Because it was an emergency situation, the purchasing policy allowed staff to received quotes in lieu of a bid.

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO APPROVE THE CONSTRUCTION SERVICES AGREEMENT WITH THE DEISTER COMPANY, INC. FOR THE WATERLINE REPAIR FOR SERVICE TO THE WASTEWATER TREATMENT PLANT IN THE AMOUNT OF \$14,980. ALL AYES; MOTION PASSED 7-0.

6. STAFF UPDATES ON ACTIVITIES

A. Administration

1. Parks Master Plan

Assistant to the City Administrator Tim Blakeslee said that the update to the 2008 Parks Master Plan would include an emphasis on the riverfront corridors. The first steering committee meeting was held on February 10 and the consultant discussed the scope of the project; the second meeting was scheduled for March 15. Focus group discussions would be held in March and an open house was scheduled on April 14.

2. The Spirit of Brownville

Assistant to the City Administrator Tim Blakeslee said that Park University would host the Spirit of Brownville riverboat in English Landing Park on May 17 and they offered use of the boat to the City for an event the following date. Staff planned to reach out to see if volunteers wanted to host an event on the boat. The Board suggested that the City use the opportunity for a volunteer recognition event.

B. Public Works

1. Platte County Outreach Grants

Public Works Director Alysen Abel provided an update on the status of the Platte County Outreach grants, noting that staff learned the prior week that the City was awarded two of the three grants, which included the trail improvements and to 5K/10K signs and amenity maps and a trail in the dog park.

She also provided dates for the waste and cleanup events for 2016, noting that the Spring Cleanup was scheduled for April 23, the yard waste drop off would be held April 25 through May 13, and a recycling event would be held in conjunction with the Mid-America Regional Council's household hazardous waste event in Platte Landing Park on May 21.

7. COMMITTEE REPORTS AND MISCELLANEOUS ITEMS FROM THE BOARD

RECONVENE EXECUTIVE SESSION

IT WAS MOVED BY ALDERMAN SPORTSMAN AND SECONDED BY ALDERMAN DRIVER TO **RECONVENE THE EXECUTIVE SESSION TO DISCUSS ATTORNEY-CLIENT MATTERS PURSUANT TO RSMO 610.021(1)**. ALL AYES BY ROLL CALL VOTE: PLUMB, WYLIE, WERNER, DRIVER, RITTMAN, JONES AND SPORTSMAN. MOTION PASSED 7-0.

8. ADJOURN

Mayor Johnston declared the meeting adjourned at 9:50 p.m.

The minutes for Tuesday, March 1, 2016, having been read and considered by the Board of Aldermen, and having been found to be correct as written, were approved on this the fifteenth day of March 2016.

Submitted by:

City Clerk Melissa McChesney

February 29, 2016

I, Toni Rizzuti, hereby swear and confirm that all cases heard, tried and disposed of in the Parkville Municipal Court for the month of February 2016, are accurate and true to the best of my knowledge and beliefs.

A handwritten signature in cursive script, reading "Toni Rizzuti", is written over a horizontal line.

Toni Rizzuti
Court Clerk

From 2/01/2016 to 2/29/2016

Post Date	Citation No.	Docket No.	***** TOTAL FOR REPORT *****		
Code	Payments	Refunds	Net	G/L Acct. No.	
CC 129	1,544.85	0	1,544.85	83 41606-00	
SF 128	384.00	0	384.00	83 20506	
SH 128	256.00	0	256.00	83 20503	
CVC 128	912.64	0	912.64	83 20500	
LET 129	258.00	0	258.00	83 41610-00	
CVC2 128	47.36	0	47.36	83 41608-00	
FINE 127	18,014.65	0	18,014.65	83 41601-00	
POST 128	128.00	0	128.00	83 20501	
TORNEY 1	82.50	0	82.50	83 41604-00	
RECOUP 2	201.00	0	201.00	83 41613-00	
Total:	1028	21,829.00	0	21,829.00	

Cash Payments....+ \$20,873.50
 Bond Forfeited...+ \$0.00
 Bond Applied.....+ \$955.50
 Payment Refunded.- \$0.00
 Fees/Fines Paid..= \$21,829.00

Cash (Payments)...+ \$20,873.50
 Cash (Bonds).....+ \$3,850.00
 Total Cash Trans.= \$24,723.50

Cash Refunds.....- \$0.00
 Net Cash Trans...= \$24,723.50

Cash Refund/Cash : \$0.00
 Cash Refund/Check: \$0.00
 Cash Refund/X-AP : \$0.00
 Tl. Cash Refunds.: \$0.00

Cash Bond Posted.+ \$3,850.00
 Bond Forfeited...- \$0.00
 Bond Applied.....- \$955.50
 Bond Refunded....- \$544.50
 Net Change/Bond..= \$2,350.00

Bond Refund/Cash : \$0.00
 Bond Refund/Check: \$544.50
 Bond Refund/X-AP : \$0.00
 Tl. Bond Refunds.: \$544.50

***** TOTAL FOR G/L *****

Total Revenue	\$21,829.00	* see above *
Cash Account	\$20,873.50	83 12100
Bond Cash Account	\$3,850.00	83 12101
Cash Refund Cash Account	\$0.00	83 12100
Bond Refund Cash Account	\$544.50	83 12101



FINANCIAL REPORT

For the Month Ended February 29, 2016

Unaudited Financial Reports

To Be Used for

Budgetary Management Purposes

REVENUE AND EXPENDITURES BUDGETARY COMPARISON REPORT

AS OF: February 28, 2016

10 -General Fund

FINANCIAL SUMMARY

16.87% OF FISCAL YEAR COMPLETED

	2016 ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
BEGINNING FUND BALANCE	1,347,819					
REVENUE SUMMARY						
TAXES	1,119,687	163,089.28	1,118,573.59	99.9%	1,113.41	1,075,885.55
LICENSES	56,160	1,750.00	4,267.50	7.6%	51,892.50	1,601.00
PERMITS	263,415	18,587.33	29,981.00	11.4%	233,434.00	41,907.62
FRANCHISE FEES	874,000	72,738.86	121,761.64	13.9%	752,238.36	133,856.57
SALES TAXES	1,039,500	92,588.24	191,750.40	18.4%	847,749.60	169,694.87
OTHER REVENUE	35,261	5,555.00	6,145.00	17.4%	29,116.00	1,796.00
COURT REVENUE	250,000	20,033.36	35,036.69	14.0%	214,963.31	37,305.30
INTEREST INCOME	8,000	808.66	1,504.13	18.8%	6,495.87	1,415.39
MISCELLANEOUS REVENUE	25,183	380.48	1,639.92	6.5%	23,543.08	5,774.00
GRANT REVENUE	1,500	0.00	0.00		1,500.00	345.00
TRANSFERS IN	343,530	28,627.50	57,255.00	16.7%	286,275.00	57,749.98
TOTAL REVENUES	4,016,236	404,158.71	1,567,914.87	39.0%	2,448,321.13	1,527,331.28
EXPENDITURE SUMMARY						
ADMINISTRATION	1,011,983	62,990.26	140,427.77	13.9%	871,555.23	99,507.38
POLICE	1,223,870	79,228.75	154,860.67	12.7%	1,069,009.33	135,691.21
MUNICIPAL COURT	153,471	9,983.68	22,182.83	14.5%	131,288.17	18,343.15
PUBLIC WORKS	215,770	11,539.73	25,334.82	11.7%	190,435.18	15,414.12
COMMUNITY DEVELOPMENT	316,393	15,670.24	31,494.74	10.0%	284,898.26	33,424.41
STREET DEPARTMENT	399,656	27,366.95	56,377.22	14.1%	343,278.78	48,825.12
PARKS DEPARTMENT	356,007	14,839.79	27,817.38	7.8%	328,189.62	32,219.85
NATURE SANCTUARY	39,681	626.78	1,183.60	3.0%	38,497.40	2,243.24
PUBLIC INFORMATION	13,810	950.00	950.00	6.9%	12,860.00	1,049.95
INFORMATION TECHNOLOGY	43,974	1,403.31	2,819.81	6.4%	41,154.19	1,476.55
GENERAL FUND CAPITAL OUTLAY	351,035	4,924.95	4,924.95	1.4%	346,110.05	0.00
TRANSFERS OUT TO OTHER FUNDS	317,500	26,458.33	52,916.66	16.7%	264,583.34	46,250.00
TOTAL EXPENDITURES	4,443,150	255,982.77	521,290.45	11.7%	3,921,859.55	434,444.98
EXCESS REV OVER / (UNDER) EXPENDITURES	-426,914	148,175.94	1,046,624.42			1,092,886.30
PRIOR YEAR FUND BALANCES ALLOCATED FOR 2015 GENERAL FUND USE	426,914		0.00			
ESTIMATED ENDING BALANCE	920,905					

General Fund (10)

Last Updated 03/10/2016

	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget	2016 YTD	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected	2021 Projected
<i>Beginning Fund Balance</i>	282,255	\$ 320,089	\$ 374,112	\$ 751,955	\$ 738,327	\$ 1,006,217	\$ 1,137,653	\$ 1,347,819	\$ 1,500,509	\$ 1,500,509	\$ 1,042,506	\$ 810,346	\$ 625,791	\$ 428,666	\$ 218,297
Revenues															
Taxes	1,917,875	1,913,138	1,966,167	1,977,700	2,066,998	2,076,100	2,110,178	2,159,187	1,310,324	2,164,682	2,202,371	2,246,418	2,291,347	2,337,173	2,383,917
Licenses	32,703	44,846	39,907	40,900	47,824	57,461	59,563	56,160	4,268	56,160	56,723	57,291	57,865	58,445	59,031
Permits	107,361	171,051	210,575	201,000	331,390	264,000	256,201	263,415	29,981	263,415	267,931	272,536	277,232	282,021	287,223
Franchise Fees	835,899	832,470	865,901	837,000	901,327	851,000	840,404	874,000	121,762	874,000	891,330	909,005	927,032	945,418	964,171
Other Revenue	10,305	20,411	28,280	28,200	32,657	31,200	35,096	35,261	6,145	36,091	35,833	36,416	37,012	37,620	38,240
Court Revenue	196,603	325,275	257,910	290,000	269,935	261,000	225,128	250,000	35,037	250,000	253,750	257,556	261,420	265,341	269,321
Interest Income	27,926	26,155	18,153	22,000	6,626	7,000	7,623	8,000	1,504	8,000	8,160	8,160	8,160	8,160	8,323
Miscellaneous Revenue	77,537	123,562	32,350	24,000	39,848	29,880	60,229	25,183	1,640	25,183	22,383	22,587	23,089	23,610	24,151
Grant Revenue	41,974	225,511	4,594	13,000	3,837	-	8,827	1,500	-	1,500	-	-	-	-	-
Transfers	584,000	651,000	1,027,876	455,000	582,680	346,500	348,251	343,530	57,255	345,281	340,601	337,713	334,867	332,064	329,305
Total - General Fund Revenues:	3,946,714	4,333,419	4,451,713	3,888,800	4,283,121	3,924,141	3,951,501	4,016,236	1,567,915	4,024,312	4,079,081	4,147,683	4,218,024	4,289,853	4,363,682
Total Sources	4,228,969	4,653,509	4,825,825	4,640,755	5,021,449	4,930,358	5,089,154	5,364,055	3,068,424	5,524,822	5,121,587	4,958,028	4,843,814	4,718,518	4,581,978
Expenditures															
Administration	1,014,724	1,275,198	766,897	909,886	896,855	995,582	810,839	1,011,983	140,428	1,019,483	1,031,995	1,052,585	1,073,775	1,095,584	1,118,034
Police	1,016,325	1,036,993	1,096,361	1,212,836	1,096,979	1,246,588	1,027,707	1,223,870	154,861	1,223,870	1,250,968	1,278,814	1,307,432	1,336,849	1,367,089
Municipal Court	140,468	138,839	135,531	147,314	138,999	156,709	131,764	153,471	22,183	153,471	156,366	159,332	162,372	165,486	168,678
Public Works	152,923	99,926	102,708	146,414	145,444	185,922	167,747	215,770	25,335	215,770	219,832	223,989	228,242	232,595	237,051
Community Development	265,555	262,111	258,083	265,367	249,809	289,400	263,410	316,393	31,495	316,393	323,098	329,967	337,005	344,215	351,605
Streets	669,589	600,367	674,175	360,137	340,633	382,729	358,419	399,656	56,377	399,656	409,318	419,263	429,499	440,036	450,885
Parks	223,396	250,508	251,594	302,008	281,741	352,079	318,323	356,007	27,817	356,007	362,732	369,635	376,721	383,995	391,465
Nature Sanctuary	23,747	17,258	19,352	28,300	27,156	31,077	29,678	39,681	1,184	39,681	40,033	40,389	40,749	41,113	41,481
Information Technology	-	-	45,884	46,900	34,167	40,324	34,185	43,974	2,820	43,974	44,194	44,415	44,637	44,860	45,084
Public Information	43,074	30,638	16,915	17,600	15,450	17,750	15,357	13,810	950	13,810	13,879	13,948	14,018	14,088	14,159
Capital Outlay (CIP)	-	-	-	245,750	118,562	356,175	153,716	351,035	-	378,144	141,325	82,400	83,200	83,900	44,800
Transfers	359,079	567,558	720,000	538,000	538,000	277,500	277,500	317,500	52,917	322,057	317,500	317,500	317,500	317,500	317,500
Total - General Fund Expenditures:	\$ 3,908,880	\$ 4,279,396	\$ 4,087,498	\$ 4,220,512	\$ 3,883,795	\$ 4,331,835	\$ 3,588,645	\$ 4,443,150	\$ 516,366	\$ 4,482,316	\$ 4,311,241	\$ 4,332,238	\$ 4,415,149	\$ 4,500,222	\$ 4,547,830
Estimated Ending Balance (deficit):	\$ 320,089	\$ 374,112	\$ 738,327	\$ 420,243	\$ 1,137,653	\$ 598,523	\$ 1,500,509	\$ 920,905	\$ 2,552,059	\$ 1,042,506	\$ 810,346	\$ 625,791	\$ 428,666	\$ 218,297	\$ 34,148

Emergency Reserve (50)

Last Updated 03/10/2016

	2012	2013	2014	2015	2015	2016	2016	2016	2017	2018	2019	2020	2021
	Actual	Actual	Actual	Budget	Unaudited	Budget	YTD	Projected	Projected	Projected	Projected	Projected	Projected
<i>Beginning Fund Balance</i>	\$ 618,931	\$ 724,989	\$ 1,070,966	\$ 1,387,966	\$ 1,387,966	\$ 1,269,842	\$ 1,269,842	\$ 1,269,842	\$ 1,455,948	\$ 1,285,541	\$ 1,108,404	\$ 926,094	\$ 745,801
Revenues													
Temporary Operating Levy	-	-	-	-	-	15,364	-	15,364	-	-	-	-	-
Transfer from Transportation Fund	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from Sewer Fund	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfer from General Fund	106,058	450,000	317,000	60,000	60,000	317,500	52,917	317,500	274,818	267,438	261,315	267,007	253,610
Emergency Reserve Revenues:	106,058	450,000	317,000	60,000	60,000	332,864	52,917	332,864	274,818	267,438	261,315	267,007	253,610
Total Sources:	724,989	1,174,989	1,387,966	1,447,966	1,447,966	1,602,706	1,322,758	1,602,706	1,730,766	1,552,979	1,369,719	1,193,101	999,411
Expenditures													
Brush Creek Sewer NID	-	104,023	-	-	-	-	-	-	142,665	144,310	141,165	143,253	140,513
Brink Meyer Road NID	-	-	-	-	178,124	146,758	-	146,758	302,560	300,265	302,460	304,048	305,088
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Emergency Reserve Expenditures:	-	104,023	-	-	178,124	146,758	-	146,758	445,225	444,575	443,625	447,300	445,600
Estimated Ending Balance (deficit):	724,989	1,070,966	1,387,966	1,447,966	1,269,842	1,455,948	1,322,758	1,455,948	1,285,541	1,108,404	926,094	745,801	553,811
TARGET (per reserve policy):	1,069,849	1,021,875	988,197	1,082,896	1,082,896	1,093,262			1,079,009	1,072,482	1,091,328	1,110,698	1,130,604

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
FINANCIAL SUMMARY

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
TAKES	1,119,687	163,089.28	1,118,573.59	99.90	1,113.41	1,075,885.55
LICENSES	56,160	1,750.00	4,267.50	7.60	51,892.50	1,601.00
PERMITS	263,415	18,587.33	29,981.00	11.38	233,434.00	41,907.62
FRANCHISE FEES	874,000	72,738.86	121,761.64	13.93	752,238.36	133,856.57
SALES TAXES	1,039,500	92,588.24	191,750.40	18.45	847,749.60	169,694.87
OTHER REVENUE	35,261	5,555.00	6,145.00	17.43	29,116.00	1,796.00
COURT REVENUE	250,000	20,033.36	35,036.69	14.01	214,963.31	37,305.30
INTEREST INCOME	8,000	808.66	1,504.13	18.80	6,495.87	1,415.39
MISCELLANEOUS REVENUE	26,683	380.48	1,639.92	6.15	25,043.08	6,119.00
TRANSFERS IN	343,530	28,627.50	57,255.00	16.67	286,275.00	57,749.98
TOTAL REVENUES	4,016,236	404,158.71	1,567,914.87	39.04	2,448,321.13	1,527,331.28

<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATION	1,329,483	62,990.26	140,427.77	10.56	1,189,055.23	99,507.38
POLICE	1,223,870	79,228.75	154,860.67	12.65	1,069,009.33	135,691.21
MUNICIPAL COURT	153,471	9,983.68	22,182.83	14.45	131,288.17	18,343.15
PUBLIC WORKS	215,687	11,539.73	25,334.82	11.75	190,352.18	15,414.12
COMMUNITY DEVELOPMENT	316,393	15,670.24	31,494.74	9.95	284,898.26	33,424.41
STREET DEPARTMENT	399,656	27,366.95	56,377.22	14.11	343,278.78	48,825.12
PARKS DEPARTMENT	356,007	14,839.79	27,817.38	7.81	328,189.62	32,219.85
NATURE SANCTUARY	39,681	626.78	1,183.60	2.98	38,497.40	2,243.24
CHANNEL 2 & WEBSITE	13,810	950.00	950.00	6.88	12,860.00	1,049.95
TRANSFERS OUT	0	26,458.33	52,916.66	0.00	(52,916.66)	46,250.00
IT	43,974	1,403.31	2,819.81	6.41	41,154.19	1,476.55
CAPITAL OUTLAY	351,035	4,924.95	4,924.95	1.40	346,110.05	0.00
TOTAL EXPENDITURES	4,443,067	255,982.77	521,290.45	11.73	3,921,776.55	434,444.98

EXCESS REVENUES OVER/(UNDER) EXPENDITURE(426,831) 148,175.94 1,046,624.42 (1,473,455.42) 1,092,886.30

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
FINANCIAL SUMMARY
REVENUES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
TAKES						
10-41001-00 Real & Personal Property Tax	941,387	12,444.58	943,980.98	100.28 (2,593.98)	905,376.69
10-41002-00 Penalties	4,500	409.69	636.92	14.15	3,863.08	417.16
10-41003-00 Corp Merchants & Manufacturi	147,000	148,946.45	148,946.45	101.32 (1,946.45)	146,270.33
10-41004-00 Financial Institution Tax	2,000	0.00	2,954.78	147.74 (954.78)	2,065.32
10-41005-00 Vehicle Tax	24,800	1,288.56	22,054.46	88.93	2,745.54	21,756.05
TOTAL TAXES	1,119,687	163,089.28	1,118,573.59	99.90	1,113.41	1,075,885.55
LICENSES						
10-41101-00 Dog License (Tags)	1,950	40.00	90.00	4.62	1,860.00	55.00
10-41102-00 Occupational License	33,835	1,575.00	3,425.00	10.12	30,410.00	1,176.00
10-41102-02 Late Fees on Bus Licenses	0	12.50	12.50	0.00 (12.50)	0.00
10-41103-00 Peddler's Licenses	650	0.00	50.00	7.69	600.00	100.00
10-41104-00 Liquor Licenses	18,225	30.00	555.00	3.05	17,670.00	195.00
10-41111-00 Convenience Fees Under \$200	1,500	67.50	100.00	6.67	1,400.00	50.00
10-41112-00 Convenience Fees Over \$200	0	25.00	35.00	0.00 (35.00)	25.00
TOTAL LICENSES	56,160	1,750.00	4,267.50	7.60	51,892.50	1,601.00
PERMITS						
10-41201-00 Building Permits	220,000	16,219.10	25,148.10	11.43	194,851.90	32,706.40
10-41201-01 Occupancy Permit	1,500	50.00	50.00	3.33	1,450.00	50.00
10-41202-00 Sign Permits	0	80.00	280.00	0.00 (280.00)	150.00
10-41205-00 Development Permits	1,515	0.00	300.00	19.80	1,215.00	375.00
10-41205-01 Public Improvement Fees	30,300	1,853.23	3,817.90	12.60	26,482.10	7,726.22
10-41206-00 Rezoning Permits	0	0.00	0.00	0.00	0.00	300.00
10-41207-00 Subdivision Permit Fees	0	305.00	305.00	0.00 (305.00)	0.00
10-41209-00 Conditional Use Permits	0	0.00	0.00	0.00	0.00	600.00
10-41210-00 Grading/PW Use Permits	0	80.00	80.00	0.00 (80.00)	0.00
10-41211-00 Engineering Reviews	10,100	0.00	0.00	0.00	10,100.00	0.00
TOTAL PERMITS	263,415	18,587.33	29,981.00	11.38	233,434.00	41,907.62
FRANCHISE FEES						
10-41301-00 Telecom Franchise	210,000	23,452.16	36,366.43	17.32	173,633.57	37,702.74
10-41302-00 Missouri Gas Energy	128,000	0.00	35,387.33	27.65	92,612.67	50,864.18
10-41303-00 Missouri American Water	125,000	32,096.86	32,096.86	25.68	92,903.14	26,270.79
10-41304-00 KC Power & Light	330,000	0.00	0.00	0.00	330,000.00	0.00
10-41305-00 Martin Marietta Stone Royalt	15,000	441.66	1,162.84	7.75	13,837.16	2,168.79
10-41306-00 Cable/Video Service Franchis	66,000	16,748.18	16,748.18	25.38	49,251.82	16,850.07
TOTAL FRANCHISE FEES	874,000	72,738.86	121,761.64	13.93	752,238.36	133,856.57
SALES TAXES						
10-41401-00 Sales Tax-General Revenue	970,000	87,949.98	180,837.70	18.64	789,162.30	159,498.45
10-41402-00 Motor Vehicle Sales Tax	46,000	2,838.48	6,674.65	14.51	39,325.35	6,430.04
10-41403-00 Motor Vehicle Fee	23,500	1,799.78	4,238.05	18.03	19,261.95	3,766.38
TOTAL SALES TAXES	1,039,500	92,588.24	191,750.40	18.45	847,749.60	169,694.87

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
FINANCIAL SUMMARY
REVENUES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>OTHER REVENUE</u>						
10-41501-00 Farmers Market	1,061	0.00	0.00	0.00	1,061.00	0.00
10-41504-00 Park Shelter Reservations	12,000	95.00	95.00	0.79	11,905.00	0.00
10-41504-01 Sports Fields Reservations	4,500	5,090.00	5,330.00	118.44	(830.00)	1,540.00
10-41504-02 Park Events Reservations	15,000	370.00	720.00	4.80	14,280.00	256.00
10-41505-01 Nature Sanctuary Programs	2,700	0.00	0.00	0.00	2,700.00	0.00
TOTAL OTHER REVENUE	35,261	5,555.00	6,145.00	17.43	29,116.00	1,796.00
<u>COURT REVENUE</u>						
10-41601-00 Fines	250,000	19,559.50	34,054.50	13.62	215,945.50	36,027.50
10-41602-00 CVC Reports	0	47.36	87.69	0.00	(87.69)	88.80
10-41602-01 Appointed Attorney Reimburse	0	82.50	332.50	0.00	(332.50)	549.00
10-41602-02 Boarding of Prisoners Reimbu	0	0.00	35.00	0.00	(35.00)	280.00
10-41603-00 Police Reports	0	344.00	527.00	0.00	(527.00)	360.00
TOTAL COURT REVENUE	250,000	20,033.36	35,036.69	14.01	214,963.31	37,305.30
<u>INTEREST INCOME</u>						
10-41701-00 Interest Income	8,000	808.66	1,504.13	18.80	6,495.87	1,415.39
TOTAL INTEREST INCOME	8,000	808.66	1,504.13	18.80	6,495.87	1,415.39
<u>MISCELLANEOUS REVENUE</u>						
10-41801-00 Miscellaneous	10,000	380.48	1,639.92	16.40	8,360.08	4,329.00
10-41802-00 Leased Properties	5,880	0.00	0.00	0.00	5,880.00	0.00
10-41804-07 Bulletproof Vest Grant	1,500	0.00	0.00	0.00	1,500.00	345.00
10-41805-00 Sale of Vehicles/Equipment	8,000	0.00	0.00	0.00	8,000.00	0.00
10-41807-01 Insurance Claim Reimb.	0	0.00	0.00	0.00	0.00	1,445.00
10-41808-00 POST Monies	1,303	0.00	0.00	0.00	1,303.00	0.00
TOTAL MISCELLANEOUS REVENUE	26,683	380.48	1,639.92	6.15	25,043.08	6,119.00
<u>TRANSFERS IN</u>						
10-41901-00 Transfer f Transportation Fu	240,000	20,000.00	40,000.00	16.67	200,000.00	40,833.32
10-41903-00 Administration Fee	103,530	8,627.50	17,255.00	16.67	86,275.00	16,916.66
TOTAL TRANSFERS IN	343,530	28,627.50	57,255.00	16.67	286,275.00	57,749.98
TOTAL REVENUE	4,016,236	404,158.71	1,567,914.87	39.04	2,448,321.13	1,527,331.28

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 29TH, 2016

10 -General Fund
 ADMINISTRATION
 EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-501.01-01-00 Salaries	326,252	24,393.17	47,881.50	14.68	278,370.50	36,385.47
10-501.01-03-00 Overtime	1,500	0.00	0.00	0.00	1,500.00	0.00
10-501.01-11-00 Mayor and Aldermen	57,600	4,015.50	8,031.00	13.94	49,569.00	6,840.20
10-501.01-21-00 FICA & Medicare	26,826	2,110.93	4,152.90	15.48	22,673.10	3,846.60
10-501.01-22-00 Retirement	25,820	2,040.47	3,904.65	15.12	21,915.35	3,234.34
10-501.01-32-00 Exp Allowance-Bd of Alde	0	0.00	0.00	0.00	0.00	765.00
10-501.01-33-00 Auto Allow-City Administ	1,200	100.00	200.00	16.67	1,000.00	200.00
10-501.01-40-00 Membership Fees & Dues -	1,000	60.00	60.00	6.00	940.00	315.00
10-501.01-41-00 Membership Fees & Dues -	2,900	0.00	67.00	2.31	2,833.00	207.00
10-501.01-41-02 Professional Dev - Staff	11,000	731.40	731.40	6.65	10,268.60	1,431.76
10-501.01-41-03 Professional Dev - Board	5,500	474.00	474.00	8.62	5,026.00	265.00
TOTAL PERSONNEL	459,598	33,925.47	65,502.45	14.25	394,095.55	53,490.37
INSURANCE						
10-501.02-01-00 Liability Insurance	68,000	0.00	0.00	0.00	68,000.00	0.00
10-501.02-01-01 Insurance Deductible	20,000	6,426.00	6,426.00	32.13	13,574.00	0.00
10-501.02-02-00 Health, Life & Dental	36,499	2,899.04	8,359.15	22.90	28,139.85	8,242.90
10-501.02-03-00 Workers Compensation	1,500	0.00	0.00	0.00	1,500.00	0.00
10-501.02-04-00 Unemployment	2,500	0.00	0.00	0.00	2,500.00	0.00
10-501.02-05-00 Property Insurance	18,000	0.00	0.00	0.00	18,000.00	0.00
TOTAL INSURANCE	146,499	9,325.04	14,785.15	10.09	131,713.85	8,242.90
UTILITIES						
10-501.03-01-00 Telephone & Voicemail	6,000	0.00	0.00	0.00	6,000.00	491.10
10-501.03-02-00 Electricity	58,500	5,468.30	5,468.30	9.35	53,031.70	4,717.48
10-501.03-04-00 Water	6,250	276.73	427.16	6.83	5,822.84	553.61
10-501.03-05-00 Mobile Phones & Pagers	120	10.00	20.00	16.67	100.00	10.00
10-501.03-07-00 Train Depot Utilities	0	16.47	16.47	0.00	16.47	16.47
10-501.03-08-00 Cable	2,100	174.77	174.77	8.32	1,925.23	350.00
10-501.03-09-00 Trash Hauling	300	0.00	75.00	25.00	225.00	75.00
TOTAL UTILITIES	73,270	5,946.27	6,181.70	8.44	67,088.30	6,213.66
CAPITAL EXPENDITURES						
10-501.04-22-00 Lease Purchase-Office Eq	1,200	0.00	0.00	0.00	1,200.00	0.00
TOTAL CAPITAL EXPENDITURES	1,200	0.00	0.00	0.00	1,200.00	0.00
OTHER PURCHASES						
10-501.05-01-00 Office Supplies & Consum	5,000	265.53	283.03	5.66	4,716.97	832.86
10-501.05-02-00 Postage	1,350	0.00	0.00	0.00	1,350.00	958.63
10-501.05-04-00 Printing	700	70.00	70.00	10.00	630.00	371.50
10-501.05-05-00 Publications	250	0.00	236.00	94.40	14.00	236.00
TOTAL OTHER PURCHASES	7,300	335.53	589.03	8.07	6,710.97	2,398.99
MAINTENANCE						
10-501.06-01-00 Building Maint & Repair	20,000	2,659.05	3,028.95	15.14	16,971.05	163.92
10-501.06-01-01 HVAC Maintenance & Repai	2,500	0.00	0.00	0.00	2,500.00	0.00
10-501.06-02-00 Janitorial Services/Supp	11,000	1,677.82	1,677.82	15.25	9,322.18	1,017.90

C I T Y O F P A R K V I L L E
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
ADMINISTRATION
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-501.06-11-00 Train Depot Maint	6,200	0.00	0.00	0.00	6,200.00	9.26
10-501.06-34-00 Office Equipment Mainten	2,500	406.42	672.69	26.91	1,827.31	277.09
TOTAL MAINTENANCE	42,200	4,743.29	5,379.46	12.75	36,820.54	1,468.17
CITY SERVICES						
10-501.07-01-00 Elections	2,500	1,652.06	1,652.06	66.08	847.94	1,565.71
10-501.07-02-00 Advertising/Public Notic	6,120	0.00	0.00	0.00	6,120.00	35.78
10-501.07-04-00 Credit Card Fees	2,000	0.00	0.00	0.00	2,000.00	0.00
10-501.07-47-00 MARC HHW Program	5,776	0.00	5,776.16	100.00	0.16	5,776.16
10-501.07-99-00 FOPAS - Animal Control	6,000	500.00	1,000.00	16.67	5,000.00	1,000.00
TOTAL CITY SERVICES	22,396	2,152.06	8,428.22	37.63	13,967.78	8,377.65
PROFESSIONAL FEES						
10-501.08-01-00 Attorney/Legal Fees	120,000	6,450.00	6,450.00	5.38	113,550.00	15,320.56
10-501.08-01-01 Litigation (New)	60,000	0.00	325.38	0.54	59,674.62	0.00
10-501.08-02-00 Auditor Fees	18,120	0.00	0.00	0.00	18,120.00	0.00
10-501.08-02-02 Professional Services	48,000	0.00	31,253.64	65.11	16,746.36	3,109.40
TOTAL PROFESSIONAL FEES	246,120	6,450.00	38,029.02	15.45	208,090.98	18,429.96
OTHER EXPENDITURES						
10-501.09-04-00 Holiday Decorations	900	0.00	0.00	0.00	900.00	350.00
10-501.09-11-00 Cemetery Maintenance	4,000	0.00	0.00	0.00	4,000.00	0.00
10-501.09-20-02 Exec Session Meeting Sup	2,000	124.27	79.50	3.98	1,920.50	198.07
10-501.09-20-07 Meeting Supplies	500	200.00	200.00	40.00	700.00	0.00
10-501.09-21-00 Misc-Other	6,000	188.33	1,653.24	27.55	4,346.76	337.61
TOTAL OTHER EXPENDITURES	13,400	112.60	1,532.74	11.44	11,867.26	885.68
TRANSFERS-OTHER SOURCES						
10-501.20-20-00 Transfer to Emergency Re	317,500	0.00	0.00	0.00	317,500.00	0.00
TOTAL TRANSFERS-OTHER SOURCES	317,500	0.00	0.00	0.00	317,500.00	0.00
TOTAL ADMINISTRATION	1,329,483	62,990.26	140,427.77	10.56	1,189,055.23	99,507.38

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 29TH, 2016

10 -General Fund
 POLICE
 EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-505.01-01-00 Salaries	798,200	55,578.22	111,196.72	13.93	687,003.28	86,300.08
10-505.01-03-00 Overtime	15,000	306.50	306.50	2.04	14,693.50	1,649.87
10-505.01-21-00 FICA & Medicare	61,457	4,039.56	8,059.06	13.11	53,397.94	8,111.07
10-505.01-22-00 Retirement	53,825	3,222.23	6,420.58	11.93	47,404.42	5,449.03
10-505.01-41-00 Membership Fees & Dues	950	0.00	125.00	13.16	825.00	50.00
10-505.01-41-02 Professional Development	4,500	2,528.75	2,544.75	56.55	1,955.25	32.00
10-505.01-43-00 Tuition Reimbursement	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL PERSONNEL	935,932	65,675.26	128,652.61	13.75	807,279.39	101,592.05
INSURANCE						
10-505.02-02-00 Health, Life & Dental	140,448	10,836.97	22,290.91	15.87	118,157.09	28,484.19
10-505.02-03-00 Workers Compensation	39,490	0.00	0.00	0.00	39,490.00	0.00
10-505.02-04-00 Unemployment	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL INSURANCE	181,438	10,836.97	22,290.91	12.29	159,147.09	28,484.19
UTILITIES						
10-505.03-01-00 Telephone & Voicemail	900	0.00	0.00	0.00	900.00	119.12
10-505.03-05-00 Mobile Phone & Pagers	4,500	65.00	130.00	2.89	4,370.00	376.32
TOTAL UTILITIES	5,400	65.00	130.00	2.41	5,270.00	495.44
CAPITAL EXPENDITURES						
OTHER PURCHASES						
10-505.05-01-00 Office Supplies & Consum	2,800	9.16	42.09	1.50	2,757.91	131.23
10-505.05-02-00 Postage	250	0.00	0.00	0.00	250.00	9.38
10-505.05-04-00 Printing	500	0.00	0.00	0.00	500.00	0.00
10-505.05-20-00 Small Office Equipment	1,000	0.00	0.00	0.00	1,000.00	0.00
10-505.05-21-00 Equipment and Handtools	9,000	0.00	0.00	0.00	9,000.00	55.20
10-505.05-22-01 Terminal - Rejis	1,400	65.07	130.14	9.30	1,269.86	65.07
10-505.05-22-02 Terminal - Platte Co	2,300	0.00	0.00	0.00	2,300.00	0.00
10-505.05-31-00 Uniforms	7,000	110.97	227.18	3.25	6,772.82	647.86
10-505.05-99-00 Other Purchases	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	24,750	185.20	399.41	1.61	24,350.59	908.74
MAINTENANCE						
10-505.06-21-00 Vehicle Repair & Mainten	15,000	498.17	1,290.46	8.60	13,709.54	1,718.57
10-505.06-21-01 Equipment Repair & Maint	1,800	0.00	0.00	0.00	1,800.00	0.00
10-505.06-22-00 Vehicle Gas & Oil	45,000	1,434.01	1,434.01	3.19	43,565.99	1,576.10
10-505.06-32-02 Crimestar Maintenance	1,500	0.00	0.00	0.00	1,500.00	0.00
10-505.06-34-00 Office Equipment/Mainten	2,000	124.14	253.27	12.66	1,746.73	190.12
TOTAL MAINTENANCE	65,300	2,056.32	2,977.74	4.56	62,322.26	3,484.79
CITY SERVICES						
10-505.07-56-00 Hiring/Substance Screeni	4,000	0.00	0.00	0.00	4,000.00	366.00
10-505.07-57-00 Crime Commission	500	0.00	0.00	0.00	500.00	0.00
10-505.07-81-00 Lab Work	2,000	0.00	0.00	0.00	2,000.00	0.00
10-505.07-90-00 Contractual Service Agre	2,000	360.00	360.00	18.00	1,640.00	360.00

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
POLICE

16.67% OF FISCAL YEAR COMPLETED

EXPENDITURES	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-505.07-99-00 Other City Services	700	0.00	0.00	0.00	700.00	0.00
TOTAL CITY SERVICES	9,200	360.00	360.00	3.91	8,840.00	726.00
<u>OTHER EXPENDITURES</u>						
10-505.09-21-00 Miscellaneous	350	0.00	0.00	0.00	350.00	0.00
10-505.09-21-04 Harvester Deer Donation	1,500	50.00	50.00	3.33	1,450.00	0.00
TOTAL OTHER EXPENDITURES	1,850	50.00	50.00	2.70	1,800.00	0.00
TOTAL POLICE	1,223,870	79,228.75	154,860.67	12.65	1,069,009.33	135,691.21

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
MUNICIPAL COURT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-510.01-01-00 Salaries	50,800	4,100.94	8,136.51	16.02	42,663.49	5,999.67
10-510.01-03-00 Overtime	300	0.00	0.00	0.00	300.00	0.00
10-510.01-11-00 Judge	18,000	1,429.62	2,859.24	15.88	15,140.76	2,215.39
10-510.01-21-00 FICA & Medicare	5,441	436.50	857.23	15.76	4,583.77	792.84
10-510.01-22-00 Retirement	2,160	190.20	369.33	17.10	1,790.67	284.09
10-510.01-32-00 Expense Allow - Judge	540	0.00	0.00	0.00	540.00	135.00
10-510.01-41-00 Memberships, Fees & Dues	500	0.00	0.00	0.00	500.00	150.00
10-510.01-41-02 Professional Development	5,000	0.00	0.00	0.00	5,000.00	0.00
10-510.01-51-00 Prosecutor/Assistant	15,000	1,250.00	3,750.00	25.00	11,250.00	3,700.00
10-510.01-51-02 Public Defender	7,200	600.00	1,800.00	25.00	5,400.00	1,200.00
TOTAL PERSONNEL	104,941	8,007.26	17,772.31	16.94	87,168.69	14,476.99
INSURANCE						
10-510.02-02-00 Health, Life & Dental	9,660	791.59	1,607.69	16.64	8,052.31	2,213.03
10-510.02-03-00 Workers Compensation	4,200	0.00	0.00	0.00	4,200.00	0.00
TOTAL INSURANCE	13,860	791.59	1,607.69	11.60	12,252.31	2,213.03
UTILITIES						
10-510.03-05-00 Mobile Phone & Pagers	120	10.00	20.00	16.67	100.00	20.00
TOTAL UTILITIES	120	10.00	20.00	16.67	100.00	20.00
CAPITAL EXPENDITURES						
OTHER PURCHASES						
10-510.05-01-00 Office Supplies & Consum	1,800	145.92	145.92	8.11	1,654.08	108.28
10-510.05-02-00 Postage	500	0.00	0.00	0.00	500.00	17.32
10-510.05-04-00 Printing	4,500	0.00	697.60	15.50	3,802.40	0.00
10-510.05-05-00 Publications	350	0.00	0.00	0.00	350.00	0.00
10-510.05-06-00 Processing Fees	2,200	0.00	132.32	6.01	2,067.68	157.99
TOTAL OTHER PURCHASES	9,350	145.92	975.84	10.44	8,374.16	283.59
MAINTENANCE						
10-510.06-32-00 REJIS System	700	0.00	0.00	0.00	700.00	0.00
10-510.06-33-00 Software Support Agreeeme	2,400	0.00	0.00	0.00	2,400.00	0.00
10-510.06-34-00 Office Equipment Mainten	800	3.73	17.70	2.21	782.30	22.30
TOTAL MAINTENANCE	3,900	3.73	17.70	0.45	3,882.30	22.30
CITY SERVICES						
10-510.07-80-00 Boarding of Prisoners	14,000	420.00	595.00	4.25	13,405.00	140.00
10-510.07-82-00 Bailiff	6,000	605.18	1,073.94	17.90	4,926.06	924.59
10-510.07-82-01 Translator	800	0.00	120.35	15.04	679.65	128.25
TOTAL CITY SERVICES	20,800	1,025.18	1,789.29	8.60	19,010.71	1,192.84
OTHER EXPENDITURES						
10-510.09-21-00 Miscellaneous	500	0.00	0.00	0.00	500.00	134.40
TOTAL OTHER EXPENDITURES	500	0.00	0.00	0.00	500.00	134.40
TOTAL MUNICIPAL COURT	153,471	9,983.68	22,182.83	14.45	131,288.17	18,343.15

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
PUBLIC WORKS
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-515.01-01-00 Salaries	138,500	9,127.57	18,818.27	13.59	119,681.73	10,311.52
10-515.01-21-00 FICA & Medicare	9,902	692.82	1,428.72	14.43	8,473.28	937.65
10-515.01-22-00 Retirement	4,467	342.36	679.97	15.22	3,787.03	0.00
10-515.01-33-00 Auto Allow-Public Wks Di	3,000	250.00	500.00	16.67	2,500.00	250.00
10-515.01-41-00 Membership Fees & Dues	600	0.00	0.00	0.00	600.00	0.00
10-515.01-41-02 Professional Development	3,800	0.00	0.00	0.00	3,800.00	0.00
TOTAL PERSONNEL	160,269	10,412.75	21,426.96	13.37	138,842.04	11,499.17
<u>INSURANCE</u>						
10-515.02-02-00 Health, Life & Dental	12,948	1,086.98	2,207.66	17.05	10,740.34	2,092.77
10-515.02-03-00 Workers Compensation	500	0.00	0.00	0.00	500.00	0.00
10-515.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL INSURANCE	14,448	1,086.98	2,207.66	15.28	12,240.34	2,092.77
<u>UTILITIES</u>						
10-515.03-05-00 Mobile Phones & Pagers	720	40.00	80.00	11.11	640.00	40.00
TOTAL UTILITIES	720	40.00	80.00	11.11	640.00	40.00
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-515.05-01-00 Office Supplies & Consum	750	0.00	0.00	0.00	750.00	222.58
10-515.05-02-00 Postage	150	0.00	0.00	0.00	150.00	0.00
10-515.05-04-00 Printing	250	0.00	0.00	0.00	250.00	0.00
10-515.05-31-00 Uniforms	250	0.00	0.00	0.00	250.00	0.00
TOTAL OTHER PURCHASES	1,400	0.00	0.00	0.00	1,400.00	222.58
<u>MAINTENANCE</u>						
10-515.06-36-00 Tornado Siren	3,350	0.00	702.00	20.96	2,648.00	606.00
TOTAL MAINTENANCE	3,350	0.00	702.00	20.96	2,648.00	606.00
<u>PROFESSIONAL FEES</u>						
10-515.08-03-00 Engineer & Planning Fees	35,000	0.00	900.00	2.57	34,100.00	900.00
TOTAL PROFESSIONAL FEES	35,000	0.00	900.00	2.57	34,100.00	900.00
<u>OTHER EXPENDITURES</u>						
10-515.09-21-00 Miscellaneous	500	0.00	18.20	3.64	481.80	53.60
TOTAL OTHER EXPENDITURES	500	0.00	18.20	3.64	481.80	53.60
TOTAL PUBLIC WORKS	215,687	11,539.73	25,334.82	11.75	190,352.18	15,414.12

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
COMMUNITY DEVELOPMENT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-518.01-01-00 Salaries	228,900	12,301.20	22,188.60	9.69	206,711.40	22,425.99
10-518.01-21-00 FICA & Medicare	17,893	923.22	1,652.37	9.23	16,240.63	2,049.82
10-518.01-22-00 Retirement	12,054	460.00	911.21	7.56	11,142.79	1,319.19
10-518.01-31-00 Auto Allowance - Other	2,400	200.00	200.00	8.33	2,200.00	400.00
10-518.01-41-00 Membership Fees & Dues	1,675	0.00	95.00	5.67	1,580.00	365.00
10-518.01-41-02 Professional Development	5,400	0.00	60.00	1.11	5,460.00	40.00
TOTAL PERSONNEL	268,322	13,884.42	24,987.18	9.31	243,334.82	26,600.00
<u>INSURANCE</u>						
10-518.02-02-00 Health, Life & Dental	25,701	1,671.27	3,545.58	13.80	22,155.42	5,670.02
10-518.02-03-00 Workers Compensation	1,000	0.00	0.00	0.00	1,000.00	0.00
10-518.02-04-00 Unemployment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL INSURANCE	27,701	1,671.27	3,545.58	12.80	24,155.42	5,670.02
<u>UTILITIES</u>						
10-518.03-05-00 Mobile Phones & Pagers	1,600	0.00	0.00	0.00	1,600.00	131.84
TOTAL UTILITIES	1,600	0.00	0.00	0.00	1,600.00	131.84
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-518.05-01-00 Office Supplies & Consum	1,000	51.07	51.07	5.11	948.93	0.00
10-518.05-02-00 Postage	1,500	0.00	0.00	0.00	1,500.00	0.00
10-518.05-04-00 Printing	500	10.20	60.40	12.08	439.60	0.00
10-518.05-05-00 Publications	870	0.00	0.00	0.00	870.00	0.00
10-518.05-21-00 Equipment & Handtools	300	0.00	0.00	0.00	300.00	0.00
10-518.05-31-00 Uniforms	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	4,670	61.27	111.47	2.39	4,558.53	0.00
<u>MAINTENANCE</u>						
10-518.06-21-00 Vehicle Repair & Mainten	750	0.00	1,330.46	177.39	580.46	440.46
10-518.06-22-00 Vehicle Gas & Oil	1,500	53.28	53.28	3.55	1,446.72	102.58
TOTAL MAINTENANCE	2,250	53.28	1,383.74	61.50	866.26	543.04
<u>CITY SERVICES</u>						
10-518.07-02-01 Public Notices	2,000	0.00	63.34	3.17	1,936.66	193.11
10-518.07-04-00 Code Enforcement	5,000	0.00	1,153.43	23.07	3,846.57	0.00
TOTAL CITY SERVICES	7,000	0.00	1,216.77	17.38	5,783.23	193.11
<u>PROFESSIONAL FEES</u>						
10-518.08-03-00 Engineering & Planning F	3,000	0.00	0.00	0.00	3,000.00	0.00
10-518.08-03-02 NPDES II / Arcview	1,500	0.00	250.00	16.67	1,250.00	250.00
TOTAL PROFESSIONAL FEES	4,500	0.00	250.00	5.56	4,250.00	250.00
<u>OTHER EXPENDITURES</u>						
10-518.09-20-00 Planning Com. Meeting Su	150	0.00	0.00	0.00	150.00	0.00
10-518.09-21-00 Miscellaneous	200	0.00	0.00	0.00	200.00	36.40
TOTAL OTHER EXPENDITURES	350	0.00	0.00	0.00	350.00	36.40
TOTAL COMMUNITY DEVELOPMENT	316,393	15,670.24	31,494.74	9.95	284,898.26	33,424.41

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
STREET DEPARTMENT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-520.01-01-00 Salaries	237,130	18,525.94	36,621.23	15.44	200,508.77	27,225.86
10-520.01-03-00 Overtime	15,000	1,490.76	2,992.32	19.95	12,007.68	2,409.94
10-520.01-21-00 FICA & Medicare	18,285	1,432.36	2,832.59	15.49	15,452.41	2,645.57
10-520.01-22-00 Retirement	14,102	985.30	1,958.77	13.89	12,143.23	1,605.53
10-520.01-41-02 Professional Development	500	0.00	0.00	0.00	500.00	0.00
TOTAL PERSONNEL	285,017	22,434.36	44,404.91	15.58	240,612.09	33,886.90
<u>INSURANCE</u>						
10-520.02-02-00 Health, Life & Dental	46,929	3,922.03	10,658.57	22.71	36,270.43	12,870.05
10-520.02-03-00 Workers Compensation	25,000	0.00	0.00	0.00	25,000.00	0.00
10-520.02-04-00 Unemployment	1,500	0.00	0.00	0.00	1,500.00	0.00
TOTAL INSURANCE	73,429	3,922.03	10,658.57	14.52	62,770.43	12,870.05
<u>UTILITIES</u>						
10-520.03-01-00 Telephone & Voicemail	1,400	0.00	0.00	0.00	1,400.00	130.58
10-520.03-02-00 Electricity	3,800	486.66	486.66	12.81	3,313.34	381.37
10-520.03-03-00 Gas	2,200	246.21	246.21	11.19	1,953.79	370.26
10-520.03-04-00 Water	4,200	0.00	200.00	4.76	4,000.00	508.87
10-520.03-05-00 Mobile Phones & Pagers	2,600	0.00	0.00	0.00	2,800.00	184.74
10-520.03-09-00 Trash Hauling	660	165.00	165.00	25.00	495.00	0.00
TOTAL UTILITIES	15,060	897.87	1,097.87	7.29	13,962.13	1,575.82
<u>CAPITAL EXPENDITURES</u>						
<u>OTHER PURCHASES</u>						
10-520.05-01-00 Office Supplies & Consum	600	43.48	43.48	5.44	756.52	94.97
10-520.05-20-00 Small Office Equipment	500	0.00	0.00	0.00	500.00	0.00
10-520.05-21-00 Handtools	6,000	49.65	152.83	2.55	5,847.17	289.28
10-520.05-31-00 Uniforms	2,600	0.00	0.00	0.00	2,600.00	108.10
TOTAL OTHER PURCHASES	9,900	93.13	196.31	1.98	9,703.69	492.35
<u>MAINTENANCE</u>						
<u>CITY SERVICES</u>						
10-520.07-41-00 Street Lights-Electricit	0	19.56	19.56	0.00	(19.56)	0.00
10-520.07-43-00 Spring/Fall Cleanup	13,500	0.00	0.00	0.00	13,500.00	0.00
10-520.07-43-02 HHW Collection Event	400	0.00	0.00	0.00	400.00	0.00
10-520.07-51-00 Mosquito & Weed Control	2,000	0.00	0.00	0.00	2,000.00	0.00
10-520.07-55-00 Animal Control	100	0.00	0.00	0.00	100.00	0.00
TOTAL CITY SERVICES	16,000	19.56	19.56	0.12	15,980.44	0.00
<u>PROFESSIONAL FEES</u>						
<u>OTHER EXPENDITURES</u>						
10-520.09-21-00 Miscellaneous	250	0.00	0.00	0.00	250.00	0.00
TOTAL OTHER EXPENDITURES	250	0.00	0.00	0.00	250.00	0.00
TOTAL STREET DEPARTMENT	399,656	27,366.95	56,377.22	14.11	343,278.78	48,825.12

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
PARKS DEPARTMENT
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-525.01-01-00 Salaries	106,300	8,056.66	16,128.55	15.17	90,171.45	14,740.00
10-525.01-03-00 Overtime	6,000	918.18	1,741.37	29.02	4,258.63	974.05
10-525.01-05-00 Seasonal Landscape Maint	54,080	0.00	0.00	0.00	54,080.00	0.00
10-525.01-21-00 FICA & Medicare	11,442	661.83	1,317.53	11.51	10,124.47	1,351.54
10-525.01-22-00 Retirement	5,020	247.66	488.09	9.72	4,531.91	923.38
10-525.01-41-00 Membership Fees & Dues	100	0.00	0.00	0.00	100.00	0.00
10-525.01-41-02 Professional Development	500	0.00	0.00	0.00	500.00	0.00
TOTAL PERSONNEL	183,442	9,884.33	19,675.54	10.73	163,766.46	17,988.97
INSURANCE						
10-525.02-02-00 Health, Life & Dental	22,440	1,584.32	3,770.22	16.80	18,669.78	5,890.21
10-525.02-03-00 Workers Compensation	7,000	0.00	0.00	0.00	7,000.00	0.00
10-525.02-04-00 Unemployment	500	0.00	0.00	0.00	500.00	0.00
TOTAL INSURANCE	29,940	1,584.32	3,770.22	12.59	26,169.78	5,890.21
UTILITIES						
10-525.03-01-00 Telephone & Voicemail	1,900	0.00	0.00	0.00	1,900.00	153.24
10-525.03-02-00 Electricity	18,000	1,313.70	1,313.70	7.30	16,686.30	2,338.59
10-525.03-03-00 Gas	1,500	162.93	162.93	10.86	1,337.07	229.35
10-525.03-04-00 Water	9,000	353.73	353.73	3.93	8,646.27	724.78
10-525.03-05-00 Mobile Phones & Pagers	1,300	0.00	0.00	0.00	1,300.00	85.25
10-525.03-09-00 Trash Hauling	1,500	610.00	610.00	40.67	890.00	0.00
TOTAL UTILITIES	33,200	2,440.36	2,440.36	7.35	30,759.64	3,531.21
CAPITAL EXPENDITURES						
OTHER PURCHASES						
10-525.05-01-00 Office Supplies & Consum	500	7.99	7.99	1.60	492.01	60.08
10-525.05-02-00 Postage	75	0.00	0.00	0.00	75.00	0.00
10-525.05-04-00 Printing	400	0.00	0.00	0.00	400.00	0.00
10-525.05-05-00 Publications	100	0.00	0.00	0.00	100.00	0.00
10-525.05-20-00 Small Office Equipment	400	0.00	0.00	0.00	400.00	0.00
10-525.05-21-00 Equipment & Handtools	6,500	98.71	158.77	2.44	6,341.23	692.79
10-525.05-31-00 Uniforms	2,000	0.00	0.00	0.00	2,000.00	318.10
10-525.05-41-01 Restroom Supplies	2,700	0.00	0.00	0.00	2,700.00	18.54
10-525.05-41-02 Trash Bags	4,300	214.18	214.18	4.98	4,085.82	670.72
10-525.05-41-03 Park Enhancements	5,000	0.00	0.00	0.00	5,000.00	15.86
10-525.05-42-00 Grass Seed & Fertilizer	2,800	0.00	600.00	21.43	2,200.00	0.00
10-525.05-99-00 Other Purchases	500	0.00	0.00	0.00	500.00	22.68
TOTAL OTHER PURCHASES	25,275	320.88	980.94	3.88	24,294.06	1,798.77
MAINTENANCE						
10-525.06-01-00 Buildings Maint & Repair	4,000	25.58	25.58	0.64	3,974.42	256.50
10-525.06-03-00 Restrooms	4,900	0.00	0.00	0.00	4,900.00	0.00
10-525.06-05-01 Stage Maintenance	150	0.00	0.00	0.00	150.00	0.00
10-525.06-05-02 Ballfield Maintenance	4,000	0.00	0.00	0.00	4,000.00	0.00
10-525.06-05-03 Trail Maintenance	3,600	0.00	0.00	0.00	3,600.00	144.42

C I T Y O F P A R K V I L L E
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 29TH, 2016

10 -General Fund
 PARKS DEPARTMENT
 EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
10-525.06-12-00 Playground Equipment Rep	2,000	64.00	64.00	3.20	1,936.00	0.00
10-525.06-13-00 Spirit Fountain	2,500	0.00	0.00	0.00	2,500.00	0.00
10-525.06-21-00 Vehicle Repair & Mainten	6,500	0.00	14.29	0.22	6,485.71	493.05
10-525.06-21-01 Equipment Repair & Maint	3,500	415.54	521.67	14.90	2,978.33	388.84
10-525.06-21-02 Tractor Mowing Equipment	6,500	0.00	0.00	0.00	6,500.00	1,314.88
10-525.06-22-00 Vehicle Gas & Oil	7,500	90.15	90.15	1.20	7,409.85	379.17
10-525.06-22-01 Equipment Gas & Oil	5,000	14.63	14.63	0.29	4,985.37	33.83
TOTAL MAINTENANCE	50,150	609.90	730.32	1.46	49,419.68	3,010.69
CITY SERVICES						
10-525.07-20-00 Rental of Portable Toile	4,000	0.00	220.00	5.50	3,780.00	0.00
10-525.07-51-00 Mosquito & Weed Control	6,000	0.00	0.00	0.00	6,000.00	0.00
10-525.07-51-01 Landscaping	5,000	0.00	0.00	0.00	5,000.00	0.00
10-525.07-52-00 Tree Trimming & Removal	12,000	0.00	0.00	0.00	12,000.00	0.00
10-525.07-53-00 Tree Planting	5,000	0.00	0.00	0.00	5,000.00	0.00
10-525.07-60-00 Rental Equipment	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL CITY SERVICES	33,000	0.00	220.00	0.67	32,780.00	0.00
OTHER EXPENDITURES						
10-525.09-21-00 Miscellaneous	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL OTHER EXPENDITURES	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL PARKS DEPARTMENT	356,007	14,839.79	27,817.38	7.81	328,189.62	32,219.85

REVENUE AND EXPENSE REPORT

AS OF: FEBRUARY 29TH, 2016

10 -General Fund

NATURE SANCTUARY

16.67% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
10-535.01-01-00 Salaries	25,064	494.00	923.00	3.68	24,141.00	1,846.27
10-535.01-21-00 FICA & Medicare	1,917	37.78	70.60	3.68	1,846.40	176.56
10-535.01-31-00 Expense Allowance-Other	200	0.00	0.00	0.00	200.00	0.00
TOTAL PERSONNEL	27,181	531.78	993.60	3.66	26,187.40	2,022.83
UTILITIES						
10-535.03-02-00 Electricity	600	0.00	0.00	0.00	600.00	0.00
TOTAL UTILITIES	600	0.00	0.00	0.00	600.00	0.00
CAPITAL EXPENDITURES						
OTHER PURCHASES						
10-535.05-01-00 Office Supplies & Consum	100	0.00	0.00	0.00	100.00	0.00
10-535.05-02-00 Postage	50	0.00	0.00	0.00	50.00	0.00
10-535.05-04-00 Printing	500	0.00	0.00	0.00	500.00	0.00
10-535.05-21-00 Equipment & Handtools	400	0.00	0.00	0.00	400.00	0.00
10-535.05-41-00 Materials	1,000	0.00	0.00	0.00	1,000.00	0.00
10-535.05-42-00 Program Expenses	2,700	0.00	0.00	0.00	2,700.00	5.18
TOTAL OTHER PURCHASES	4,750	0.00	0.00	0.00	4,750.00	5.18
MAINTENANCE						
10-535.06-01-00 Building Maintenance & R	950	95.00	190.00	20.00	760.00	104.93
10-535.06-05-03 Trail Maintenance	3,500	0.00	0.00	0.00	3,500.00	0.00
10-535.06-21-00 Vehicle Repair & Mainten	1,500	0.00	0.00	0.00	1,500.00	110.30
10-535.06-21-01 Equipment Repair & Maint	150	0.00	0.00	0.00	150.00	0.00
10-535.06-22-00 Vehicle Gas & Oil	400	0.00	0.00	0.00	400.00	0.00
TOTAL MAINTENANCE	6,500	95.00	190.00	2.92	6,310.00	215.23
CITY SERVICES						
10-535.07-51-00 Mosquito & Weed Control	150	0.00	0.00	0.00	150.00	0.00
TOTAL CITY SERVICES	150	0.00	0.00	0.00	150.00	0.00
OTHER EXPENDITURES						
10-535.09-21-00 Miscellaneous	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER EXPENDITURES	500	0.00	0.00	0.00	500.00	0.00
TOTAL NATURE SANCTUARY	39,681	626.78	1,183.60	2.98	38,497.40	2,243.24

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund
CHANNEL 2 & WEBSITE
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-540.01-52-00 Technical Consultant/Int	10,200	850.00	850.00	8.33	9,350.00	850.00
10-540.01-53-00 Production Assistant/Int	2,100	100.00	100.00	4.76	2,000.00	100.00
TOTAL PERSONNEL	12,300	950.00	950.00	7.72	11,350.00	950.00
<u>CAPITAL EXPENDITURES</u>						
10-540.04-21-00 Office Equipment	200	0.00	0.00	0.00	200.00	0.00
TOTAL CAPITAL EXPENDITURES	200	0.00	0.00	0.00	200.00	0.00
<u>OTHER PURCHASES</u>						
10-540.05-03-00 Computer Equip/Access/Pr	500	0.00	0.00	0.00	500.00	0.00
TOTAL OTHER PURCHASES	500	0.00	0.00	0.00	500.00	0.00
<u>MAINTENANCE</u>						
10-540.06-31-00 Computer Maintenance	560	0.00	0.00	0.00	560.00	0.00
TOTAL MAINTENANCE	560	0.00	0.00	0.00	560.00	0.00
<u>OTHER EXPENDITURES</u>						
10-540.09-05-01 Website Maintenance	250	0.00	0.00	0.00	250.00	99.95
TOTAL OTHER EXPENDITURES	250	0.00	0.00	0.00	250.00	99.95
TOTAL CHANNEL 2 & WEBSITE	13,810	950.00	950.00	6.88	12,860.00	1,049.95

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

10 -General Fund

IT

16.67% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>PERSONNEL</u>						
10-555.01-52-00 Information Technology S	21,000	977.50	2,040.00	9.71	18,960.00	0.00
TOTAL PERSONNEL	21,000	977.50	2,040.00	9.71	18,960.00	0.00
<u>INSURANCE</u>						
10-555.02-01-00 Equipment	5,500	425.81	425.81	7.74	5,074.19	0.00
10-555.02-02-00 Software	14,960	0.00	0.00	0.00	14,960.00	1,082.55
10-555.02-04-00 Domain Registrations	390	0.00	0.00	0.00	390.00	20.00
TOTAL INSURANCE	20,850	425.81	425.81	2.04	20,424.19	1,102.55
<u>MAINTENANCE</u>						
10-555.06-01-00 Maintenance & Repair	2,124	0.00	354.00	16.67	1,770.00	374.00
TOTAL MAINTENANCE	2,124	0.00	354.00	16.67	1,770.00	374.00
TOTAL IT	43,974	1,403.31	2,819.81	6.41	41,154.19	1,476.55

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 29TH, 2016

10 -General Fund
 CAPITAL OUTLAY
 EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>CAPITAL OUTLAY</u>						
10-560.50-50-00 Police Capital Outlay	42,535	0.00	0.00	0.00	42,535.00	0.00
TOTAL CAPITAL OUTLAY	42,535	0.00	0.00	0.00	42,535.00	0.00
<u>CAPITAL OUTLAY</u>						
10-560.51-80-00 Com Development Capital	109,000	0.00	0.00	0.00	109,000.00	0.00
TOTAL CAPITAL OUTLAY	109,000	0.00	0.00	0.00	109,000.00	0.00
<u>CAPITAL OUTLAY</u>						
10-560.52-50-00 Parks Capital Outlay	194,500	0.00	0.00	0.00	194,500.00	0.00
TOTAL CAPITAL OUTLAY	194,500	0.00	0.00	0.00	194,500.00	0.00
<u>CAPITAL OUTLAY</u>						
10-560.55-50-00 IT Capital Outlay	5,000	4,924.95	4,924.95	98.50	75.05	0.00
TOTAL CAPITAL OUTLAY	5,000	4,924.95	4,924.95	98.50	75.05	0.00
TOTAL CAPITAL OUTLAY	351,035	4,924.95	4,924.95	1.40	346,110.05	0.00
TOTAL EXPENDITURES	4,443,067	260,317.78	525,625.46	11.83	3,917,441.54	434,444.98
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(426,831)	143,840.93	1,042,289.41		0.00	1,092,886.30

Sewer Fund (30)

Last Updated 03/11/2016

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget	2016 YTD	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected	2021 Projected
<i>Beginning Fund Balance</i>	\$426,505	\$ 493,616	\$ 605,952	\$ 516,873	\$ 1,020,362	\$ 1,104,409	\$ 794,313	\$ 738,833	\$ 738,833	\$ 328,174	\$ 210,722	\$ 326,933	\$ 301,823	\$ 323,645
Revenues														
<i>Projected Rate Increase</i>				3.00%	3.00%	3.00%	2.50%		2.50%	3.00%	3.00%	3.00%	2.50%	0.00%
Sewer Charges	907,088	962,603	937,785	1,016,426	1,027,940	954,387	1,014,750	136,749	1,014,750	1,045,193	1,076,548	1,108,845	1,136,566	1,136,566
Sewer Tap Fees	19,500	33,000	30,000	43,500	30,000	39,000	36,000	9,000	36,000	36,540	37,088	37,644	38,209	38,782
Sewer Impact Fees	18,200	30,800	28,000	42,000	28,000	36,400	33,600	8,400	33,600	34,104	34,616	35,135	35,662	36,197
MOAW Bill Collection Payment	636	715	686	562	650	643	650	-	650	650	650	650	650	650
Grinder Pump Administrative Fee	4,620	4,620	3,850	4,620	-	4,620	4,620	770	4,620	4,620	4,620	4,620	4,620	4,620
Interest Income	9,061	6,611	5,872	4,361	4,400	4,956	4,800	803	4,800	4,872	4,921	4,970	5,020	5,070
Transfer from Sewer CIP (33)	-	-	-	294,984	-	-	-	-	-	-	-	-	-	-
Miscellaneous	35	-	16	1,000	200	74	200	-	200	203	206	209	212	215
Sewer Fund Revenues:	959,140	1,038,349	1,006,209	1,407,454	1,091,190	1,040,079	1,094,620	155,723	1,094,620	1,126,182	1,158,649	1,192,073	1,220,939	1,222,100
Total Sources:	1,385,645	1,531,965	1,612,161	1,924,326	2,111,552	2,144,488	1,888,933	894,556	1,833,453	1,454,356	1,369,370	1,519,006	1,522,762	1,545,745
Expenditures														
Operating Expenses	388,097	453,316	449,989	462,065	519,812	487,197	520,116	87,227	534,393	529,780	539,630	549,669	559,901	570,330
Capital Expenses	16,415	18,146	5,636	59,988	802,275	459,088	734,500	11,352	681,861	427,300	213,000	374,700	348,500	212,400
Debt Service	273,917	198,952	202,233	191,504	332,785	357,870	185,495	14,745	185,495	180,953	182,095	182,947	178,651	179,311
Transfer to General Fund - Admin Fee	70,000	75,000	100,000	100,000	101,500	101,500	103,530	17,255	103,530	105,601	107,713	109,867	112,064	114,305
Other Transfers	143,600	180,600	337,431						-					
Sewer Fund Expenditures:	892,029	926,014	1,095,288	813,557	1,756,372	1,405,655	1,543,641	130,579	1,505,279	1,243,634	1,042,438	1,217,183	1,199,116	1,076,347
Estimated Working Capital (deficit):	493,616	605,952	516,873	1,110,769	355,180	738,833	345,292	763,977	328,174	210,722	326,933	301,823	323,645	469,399
TARGET*	\$388,441	\$331,031	\$339,730	\$332,020	\$488,113	\$479,959	\$341,407		\$344,976	\$339,798	\$343,931	\$347,831	\$346,642	\$350,470

* Target represents desired working capital of 90 days of operations in addition to the current fiscal year debt service payments as required by the Reserve Policy adopted December 3, 2013, by Resolution No. 12-01-13.

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 29TH, 2016

30 -Sewer Service Fund
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
OTHER REVENUE	1,089,620	77,106.70	154,919.14	14.22	934,700.86	166,786.49
INTEREST INCOME	4,800	407.66	803.43	16.74	3,996.57	717.41
MISCELLANEOUS REVENUE	200	0.00	0.00	0.00	200.00	0.00
TRANSFERS IN	<u>185,515</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>185,515.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>1,280,135</u>	<u>77,514.36</u>	<u>155,722.57</u>	<u>12.16</u>	<u>1,124,412.43</u>	<u>167,503.90</u>
<u>EXPENDITURE SUMMARY</u>						
ADMINISTRATIVE	<u>1,543,641</u>	<u>68,545.96</u>	<u>130,578.94</u>	<u>8.46</u>	<u>1,413,062.06</u>	<u>396,971.19</u>
TOTAL EXPENDITURES	<u>1,543,641</u>	<u>68,545.96</u>	<u>130,578.94</u>	<u>8.46</u>	<u>1,413,062.06</u>	<u>396,971.19</u>
EXCESS REVENUES OVER/(UNDER) EXPENDITURE (263,506)	8,968.40	25,143.63	(288,649.63)	(229,467.29)

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

30 -Sewer Service Fund
FINANCIAL SUMMARY

16.67% OF FISCAL YEAR COMPLETED

REVENUES	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>OTHER REVENUE</u>						
30-41501-00 Sewer Charges	1,014,750	5,644.56	14,863.24	1.46	999,886.76	12,273.74
30-41501-01 Sewer Charges - Data Tech	0	62,377.14	121,885.90	0.00	121,885.90	136,342.75
30-41502-00 Sewer Tap Fees	36,000	4,500.00	9,000.00	25.00	27,000.00	9,000.00
30-41502-01 Sewer Impact Fees	33,600	4,200.00	8,400.00	25.00	25,200.00	8,400.00
30-41503-00 Mo Am Bill Collection pymt	650	0.00	0.00	0.00	650.00	0.00
30-41504-00 Grinder Pump Admin Fee	4,620	385.00	770.00	16.67	3,850.00	770.00
TOTAL OTHER REVENUE	1,089,620	77,106.70	154,919.14	14.22	934,700.86	166,786.49
<u>INTEREST INCOME</u>						
30-41701-00 Interest Income	4,800	407.66	803.43	16.74	3,996.57	717.41
TOTAL INTEREST INCOME	4,800	407.66	803.43	16.74	3,996.57	717.41
<u>MISCELLANEOUS REVENUE</u>						
30-41804-00 Miscellaneous Revenue	200	0.00	0.00	0.00	200.00	0.00
TOTAL MISCELLANEOUS REVENUE	200	0.00	0.00	0.00	200.00	0.00
<u>TRANSFERS IN</u>						
30-41901-00 Transfer from Sewer Fund	185,515	0.00	0.00	0.00	185,515.00	0.00
TOTAL TRANSFERS IN	185,515	0.00	0.00	0.00	185,515.00	0.00
TOTAL REVENUE	1,280,135	77,514.36	155,722.57	12.16	1,124,412.43	167,503.90

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

30 -Sewer Service Fund
ADMINISTRATIVE
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
PERSONNEL						
30-501.01-01-00 Salaries	13,824	1,129.65	2,731.67	19.76	11,092.33	1,462.65
30-501.01-21-00 FICA & Medicare	1,058	85.88	207.68	19.63	850.32	128.84
30-501.01-22-00 Retirement	816	0.00	0.00	0.00	816.00	0.00
TOTAL PERSONNEL	15,698	1,215.53	2,939.35	18.72	12,758.65	1,591.49
INSURANCE						
30-501.02-01-00 Hazard & Liability	2,850	0.00	0.00	0.00	2,850.00	0.00
30-501.02-02-00 Health	2,955	239.81	584.02	19.76	2,370.98	0.00
30-501.02-03-00 Workers Comp	500	0.00	0.00	0.00	500.00	0.00
30-501.02-04-00 Unemployment Fund	500	0.00	0.00	0.00	500.00	0.00
TOTAL INSURANCE	6,805	239.81	584.02	8.58	6,220.98	0.00
UTILITIES						
30-501.03-01-00 Telephone & Voicemail	1,600	0.00	0.00	0.00	1,600.00	228.89
30-501.03-02-00 Electricity	46,000	1,792.16	1,792.16	3.90	44,207.84	4,299.74
30-501.03-04-00 Water	3,500	1,564.69	1,605.79	45.88	1,894.21	250.53
30-501.03-06-00 Wi-Fi	480	0.00	0.00	0.00	480.00	39.99
30-501.03-09-00 Trash Hauling	600	29.71	59.87	9.98	540.13	0.00
TOTAL UTILITIES	52,180	3,386.56	3,457.82	6.63	48,722.18	4,819.15
CAPITAL EXPENDITURES						
30-501.04-31-00 Equipment & Machinery	10,000	0.00	0.00	0.00	10,000.00	0.00
30-501.04-51-00 Facility Improvements	147,000	0.00	0.00	0.00	147,000.00	0.00
30-501.04-61-00 Pump Station Improvement	34,000	300.00	8,951.50	26.33	25,048.50	562.50
TOTAL CAPITAL EXPENDITURES	191,000	300.00	8,951.50	4.69	182,048.50	562.50
OTHER PURCHASES						
30-501.05-01-00 Office Supplies	150	221.96	239.46	159.64	(89.46)	0.00
30-501.05-02-00 Postage	7,000	900.00	1,350.00	19.29	5,650.00	348.67
30-501.05-04-00 Printing	1,300	0.00	0.00	0.00	1,300.00	0.00
30-501.05-06-00 Delinquencies	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL OTHER PURCHASES	10,450	1,121.96	1,589.46	15.21	8,860.54	348.67
MAINTENANCE						
30-501.06-01-00 Building Main & Repair	12,000	7,240.62	7,582.31	63.19	4,417.69	0.00
30-501.06-12-00 Pump Stations Maintenanc	20,000	1,117.55	3,318.52	16.59	16,681.48	0.00
30-501.06-21-00 Vehicle Repair & Mainten	500	0.00	1,389.60	277.92	(889.60)	0.00
30-501.06-21-02 Tractor/Lawn Mowing Equi	1,000	0.00	0.00	0.00	1,000.00	0.00
30-501.06-22-00 Vehicle Gas & Oil	3,000	112.37	112.37	3.75	2,887.63	92.57
30-501.06-22-01 Equipment Gas & Oil	1,500	0.00	0.00	0.00	1,500.00	0.00
30-501.06-33-00 Software Support Agreeme	2,000	0.00	0.00	0.00	2,000.00	0.00
30-501.06-42-00 Line Maintenance	543,500	4,612.50	7,012.50	1.29	536,487.50	79,233.36
30-501.06-99-00 Other Maintenance	0	0.00	0.00	0.00	0.00	48,253.50
TOTAL MAINTENANCE	583,500	13,083.04	19,415.30	3.33	564,084.70	127,579.43

C I T Y O F P A R K V I L L E
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

30 -Sewer Service Fund
ADMINISTRATIVE
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
CITY SERVICES						
30-501.07-34-00 Line Repairs	20,000	180.00	4,290.00	21.45	15,710.00	0.00
30-501.07-42-00 One Call Utility Locatin	2,000	232.70	232.70	11.64	1,767.30	141.70
30-501.07-82-00 KC Water Depart	26,000	0.00	6,435.49	24.75	19,564.51	0.00
30-501.07-83-00 Platte Co Regional Sewer	16,000	0.00	0.00	0.00	16,000.00	0.00
30-501.07-91-00 Odor Control	22,000	0.00	0.00	0.00	22,000.00	0.00
TOTAL CITY SERVICES	86,000	412.70	10,958.19	12.74	75,041.81	141.70
PROFESSIONAL FEES						
30-501.08-01-00 Attorney Fees	2,500	0.00	0.00	0.00	2,500.00	0.00
30-501.08-03-00 Engineering Fees	10,000	562.50	1,387.50	13.88	8,612.50	150.00
30-501.08-04-00 Management Contract	290,483	24,206.92	48,413.84	16.67	242,069.16	47,040.84
30-501.08-06-00 Administration Fee	103,530	8,627.50	17,255.00	16.67	86,275.00	16,916.66
30-501.08-07-00 Credit Card Fees	2,000	237.15	474.67	23.73	1,525.33	515.16
30-501.08-08-00 Sewer Billing Refunds	0	69.78	69.78	0.00	(69.78)	0.00
TOTAL PROFESSIONAL FEES	408,513	33,703.85	67,600.79	16.55	340,912.21	64,622.66
OTHER EXPENDITURES						
30-501.09-21-00 Miscellaneous	2,000	337.14	337.14	16.86	1,662.86	95.00
30-501.09-22-00 DNR Fees	2,000	0.00	0.00	0.00	2,000.00	0.00
TOTAL OTHER EXPENDITURES	4,000	337.14	337.14	8.43	3,662.86	95.00
BOND/LEASE PAYMENTS						
SYSTEM RENEWAL PROJECT						
30-501.12-11-00 SRF Principal	150,000	12,500.00	12,500.00	8.33	137,500.00	24,166.66
30-501.12-11-01 SRF Interest	26,975	2,245.37	2,245.37	8.32	24,729.63	5,152.29
30-501.12-11-02 SRF Administration Fee	8,520	0.00	0.00	0.00	8,520.00	16,828.31
TOTAL SYSTEM RENEWAL PROJECT	185,495	14,745.37	14,745.37	7.95	170,749.63	46,147.26
TRANSFERS-OTHER SOURCES						
30-501.20-02-02 Trans to Debt Serv (for	0	0.00	0.00	0.00	0.00	151,063.33
TOTAL TRANSFERS-OTHER SOURCES	0	0.00	0.00	0.00	0.00	151,063.33
TOTAL ADMINISTRATIVE	1,543,641	68,545.96	130,578.94	8.46	1,413,062.06	396,971.19
TOTAL EXPENDITURES	1,543,641	68,545.96	130,578.94	8.46	1,413,062.06	396,971.19
EXCESS REVENUES OVER/(UNDER) EXPENDITURE{	263,506)	8,968.40	25,143.63		0.00	(229,467.29)

Transportation Fund (40)

Last Updated 03/10/2016

	2011 Actual	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2015 Unaudited	2016 Budget	2016 YTD	2016 Projected	2017 Projected	2018 Projected	2019 Projected	2020 Projected	2021 Projected
<i>Beginning Fund Balance</i>	\$227,141	\$ 89,288	\$ 190,187	\$ 162,682	\$ 318,954	\$ 327,997	\$ 217,699	\$ 233,023	\$ 233,023	\$ 39,666	\$ 23,637	\$ 41,378	\$ 47,512	\$ 52,592
Revenues														
Parkville Special Road District	114,870	120,346	122,341	124,328	126,000	128,588	132,000	132,218	132,218	133,980	135,990	138,030	138,030	140,100
City Transportation Sales Tax	454,319	380,193	398,083	438,160	435,000	444,174	456,000	101,120	456,000	462,840	469,783	476,829	476,829	483,982
Motor Fuel Tax	123,157	141,412	140,867	143,352	141,000	147,895	144,000	10,885	144,000	146,160	148,352	150,578	150,578	152,836
County Transportation Sales Tax	123,552	137,379	134,865	178,948	170,000	194,587	190,000	-	190,000	192,850	195,743	198,679	198,679	201,659
Project Cost Share			-	18,125	-	2,300	5,325	-	5,325	5,432	5,540	5,651	5,651	5,764
Sale of Equipment				8,275	11,500	11,075	7,500	-	7,500	25,500	5,000	5,000	5,000	5,000
Refunds		80,250		-	-	-	-	-	-	-	-	-	-	-
MPR Safety Funds				4,300	-	-	-	-	-	-	-	-	-	-
Leased Properties		6,470	900	-	-	-	-	-	-	-	-	-	-	-
Transportation Fund Revenues:	815,898	866,050	797,056	915,488	883,500	928,619	934,825	244,224	935,043	966,762	960,408	974,766	974,766	989,341
Total Sources:	1,043,039	955,338	987,243	1,078,170	1,202,454	1,256,616	1,152,524	477,246	1,168,066	1,006,427	984,045	1,016,144	1,022,279	1,041,934
Expenditures														
Streets - Capital	171,177	196,151	88,560	81,966	502,500	455,046	488,000	-	503,000	356,000	315,000	340,000	340,000	340,000
Streets - Operating			-	313,207	353,000	323,546	386,000	38,582	385,400	391,790	397,667	403,632	409,686	415,832
Transfers	782,574	569,000	736,000	355,000	245,000	245,000	240,000	40,000	240,000	235,000	230,000	225,000	220,000	215,000
Transportation Fund Expenditures:	953,751	765,151	824,560	750,173	1,100,500	1,023,593	1,114,000	78,582	1,128,400	982,790	942,667	968,632	969,686	970,832
Estimated Ending Balance (deficit):	89,288	190,187	162,682	327,997	101,954	233,023	38,524	398,664	39,666	23,637	41,378	47,512	52,592	71,102

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 29TH, 2016

40 -Transportation Fund
 FINANCIAL SUMMARY

16.67% OF FISCAL YEAR COMPLETED

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>REVENUE SUMMARY</u>						
TAXES	132,000	132,218.13	132,218.13	100.17 (218.13)	126,527.83
SALES TAXES	790,000	56,701.19	112,005.52	14.18	677,994.48	100,698.93
OTHER REVENUE	5,325	0.00	0.00	0.00	5,325.00	0.00
MISCELLANEOUS REVENUE	7,500	0.00	0.00	0.00	7,500.00	0.00
TOTAL REVENUES	934,825	188,919.32	244,223.65	26.13	690,601.35	227,226.76
<u>EXPENDITURE SUMMARY</u>						
STREET DEPARTMENT	874,000	25,757.20	38,582.33	4.41	835,417.67	39,729.66
TRANSFERS	240,000	20,000.00	40,000.00	16.67	200,000.00	40,833.32
TOTAL EXPENDITURES	1,114,000	45,757.20	78,582.33	7.05	1,035,417.67	80,562.98
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(179,175)	143,162.12	165,641.32		(344,816.32)	146,663.78

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

40 -Transportation Fund
FINANCIAL SUMMARY

16.67% OF FISCAL YEAR COMPLETED

REVENUES	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
TAXES						
40-41006-00 Parkville Special Rd Distric	132,000	132,218.13	132,218.13	100.17	(218.13)	126,527.83
TOTAL TAXES	132,000	132,218.13	132,218.13	100.17	(218.13)	126,527.83
SALES TAXES						
40-41404-00 City Transportation Sales Ta	456,000	56,701.19	101,120.06	22.18	354,879.94	76,170.52
40-41405-00 Motor Fuel Tax	144,000	0.00	10,885.46	7.56	133,114.54	24,528.41
40-41406-00 County Trans Sales Tax	190,000	0.00	0.00	0.00	190,000.00	0.00
TOTAL SALES TAXES	790,000	56,701.19	112,005.52	14.18	677,994.48	100,698.93
OTHER REVENUE						
40-41504-00 Curb/Sidewalk Cost Share	5,325	0.00	0.00	0.00	5,325.00	0.00
TOTAL OTHER REVENUE	5,325	0.00	0.00	0.00	5,325.00	0.00
INTEREST INCOME						
MISCELLANEOUS REVENUE						
40-41805-00 Sale of Transportation Equip	7,500	0.00	0.00	0.00	7,500.00	0.00
TOTAL MISCELLANEOUS REVENUE	7,500	0.00	0.00	0.00	7,500.00	0.00
TRANSFERS IN						
TRANSFERS						
TOTAL REVENUE	934,825	188,919.32	244,223.65	26.13	690,601.35	227,226.76

CITY OF PARKVILLE
REVENUE AND EXPENSE REPORT
AS OF: FEBRUARY 29TH, 2016

40 -Transportation Fund
ADMINISTRATION
EXPENDITURES

16.67% OF FISCAL YEAR COMPLETED

ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
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INSURANCE

CAPITAL EXPENDITURES

C I T Y O F P A R K V I L L E
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 29TH, 2016

40 -Transportation Fund

STREET DEPARTMENT

16.67% OF FISCAL YEAR COMPLETED

EXPENDITURES

	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>CAPITAL EXPENDITURES</u>						
40-520.04-81-00 Crack Seal Project	15,000	0.00	0.00	0.00	15,000.00	0.00
40-520.04-83-00 Street Striping	20,000	0.00	0.00	0.00	20,000.00	0.00
40-520.04-85-00 Asphalt Overlay Program	225,000	0.00	0.00	0.00	225,000.00	0.00
40-520.04-85-01 Equipment	128,000	0.00	0.00	0.00	128,000.00	0.00
40-520.04-90-00 Curb & Sidewalk Program	100,000	0.00	0.00	0.00	100,000.00	0.00
TOTAL CAPITAL EXPENDITURES	488,000	0.00	0.00	0.00	488,000.00	0.00
<u>MAINTENANCE</u>						
40-520.06-01-00 Building Maintenance & R	5,000	9.79	9.79	0.20	4,990.21	415.54
40-520.06-21-00 Vehicle & Equipment Main	10,500	25.94	5,856.62	55.78	4,643.38	1,570.67
40-520.06-22-00 Vehicle & Equipment Gas	25,500	1,028.37	1,028.37	4.03	24,471.63	1,733.82
TOTAL MAINTENANCE	41,000	1,064.10	6,894.78	16.82	34,105.22	3,720.03
<u>CITY SERVICES</u>						
40-520.07-20-00 Emergency Snow Removal	40,000	3,333.27	9,914.72	24.79	30,085.28	16,485.44
40-520.07-32-00 Storm Sewers - General R	2,500	0.00	0.00	0.00	2,500.00	0.00
40-520.07-33-00 Street Repair Materials	15,000	299.14	712.14	4.75	14,287.86	630.96
40-520.07-41-00 Street Lights - Electric	260,000	21,060.69	21,060.69	8.10	238,939.31	18,893.23
40-520.07-44-00 Street Signs	2,500	0.00	0.00	0.00	2,500.00	0.00
40-520.07-45-00 Street Sweeping	15,000	0.00	0.00	0.00	15,000.00	0.00
40-520.07-52-00 Tree Trimming & Removal	6,000	0.00	0.00	0.00	6,000.00	0.00
40-520.07-60-00 Rental Equipment	3,000	0.00	0.00	0.00	3,000.00	0.00
TOTAL CITY SERVICES	344,000	24,693.10	31,687.55	9.21	312,312.45	36,009.63
<u>OTHER EXPENDITURES</u>						
40-520.09-21-00 Miscellaneous	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL OTHER EXPENDITURES	1,000	0.00	0.00	0.00	1,000.00	0.00
TOTAL STREET DEPARTMENT	874,000	25,757.20	38,582.33	4.41	835,417.67	39,729.66

CITY OF PARKVILLE
 REVENUE AND EXPENSE REPORT
 AS OF: FEBRUARY 29TH, 2016

40 -Transportation Fund

TRANSFERS 16.67% OF FISCAL YEAR COMPLETED

EXPENDITURES	ANNUAL BUDGET	PERIOD TO DATE ACTUAL	YEAR TO DATE ACTUAL	% USED	BUDGET BALANCE	PRIOR FY YEAR TO DATE
<u>TRANSFERS-OTHER SOURCES</u>						
40-550.20-10-00 Transfer to General Fund	240,000	20,000.00	40,000.00	16.67	200,000.00	40,833.32
TOTAL TRANSFERS-OTHER SOURCES	240,000	20,000.00	40,000.00	16.67	200,000.00	40,833.32
TOTAL TRANSFERS	240,000	20,000.00	40,000.00	16.67	200,000.00	40,833.32
TOTAL EXPENDITURES	1,114,000	45,757.20	78,582.33	7.05	1,035,417.67	80,562.98
EXCESS REVENUES OVER/(UNDER) EXPENDITURE(179,175)	143,162.12	165,641.32		0.00	146,663.78

AS OF: FEBRUARY 29TH, 2016

10 -General Fund

ACCOUNT# TITLE

ASSETS
=====

10901 Petty Cash (Admin)	181.31	
10911 Petty Cash (Court)	150.00	
10952 Court Bnk Acct-Internet Pymts	100.00	
12000 General Fund Claim on Cash	2,438,684.69	
15000 Receivables - General	(230.99)	
15003 Property Tax Receivables	4,529.23	
15004 Franchise Tax Receivables	205,123.72	
15005 Vehicle Tax Receivable	3,139.02	
18000 Prepaid Insurance	84,968.68	
		<hr/>
		2,736,645.66

TOTAL ASSETS 2,736,645.66

LIABILITIES
=====

20021 AFLAC W/H	(323.78)	
20022 Medical Ins W/H	(5,812.55)	
20023 Dental W/H	(429.84)	
20025 Principal W/H	66.47	
20028 Vision Care Withholding	(145.84)	
20031 Retirement W/H ING	110.00	
20041 KC Earning Tax W/H	1,402.95	
20051 Garnishment W/H	(70.62)	
20070 Vol. Employee Fund W/H	514.63	
21000 Deferred Revenue	7,668.25	
22001 AP Pending (Due to Pooled)	34,204.45	
22500 Telecom Escrow	190.29	
22501 FLEX Plan Payable	3,412.79	
22600 COBRA Liability	1,539.59	
		<hr/>
TOTAL LIABILITIES		42,326.79

EQUITY
=====

30001 Fund Balance	1,292,863.31	
		<hr/>
TOTAL BEGINNING EQUITY	1,292,863.31	
TOTAL REVENUE	5,519,415.68	
TOTAL EXPENSES	4,117,960.12	
		<hr/>
TOTAL SURPLUS/(DEFICIT)	1,401,455.56	
		<hr/>
TOTAL EQUITY & SURPLUS/(DEFICIT)		2,694,318.87
		<hr/>
TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		<u>2,736,645.66</u>

AS OF: FEBRUARY 29TH, 2016

21 -River Park Bond Retirement

ACCOUNT#	TITLE		
ASSETS			
=====			
11002	River Prk Dev Bank Acct-	169,698.10	
15001	Receivables - Taxes/Fees	6,139.86	
		<u> </u>	175,837.96
			<u> </u>
	TOTAL ASSETS		175,837.96
			=====
LIABILITIES			
=====			
21000	Deferred Revenue	6,139.86	
		<u> </u>	6,139.86
	TOTAL LIABILITIES		6,139.86
EQUITY			
=====			
30001	FUND BALANCE	153,826.92	
		<u> </u>	153,826.92
	TOTAL BEGINNING EQUITY		153,826.92
	TOTAL REVENUE	639,476.43	
	TOTAL EXPENSES	623,605.25	
		<u> </u>	15,871.18
	TOTAL SURPLUS/(DEFICIT)		15,871.18
	TOTAL EQUITY & SURPLUS/(DEFICIT)		169,698.10
		<u> </u>	
	TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		175,837.96
			=====

BALANCE SHEET

AS OF: FEBRUARY 29TH, 2016

22 -Capital Project Bonds

ACCOUNT#	TITLE		
ASSETS			
=====			
11002	Cash	11,868.76	
12000	Claim on Cash	90,014.74	
14010	Lease Revenue Fund	0.48	
14012	Reserve Fund	0.03	
			<u>101,884.01</u>
	TOTAL ASSETS		<u>101,884.01</u>
=====			
LIABILITIES			
=====			
EQUITY			
=====			
30001	Fund Balance	421,968.17	
30005	Restricted for Debt Retirement	640,000.00	
	TOTAL BEGINNING EQUITY	<u>1,061,968.17</u>	
	TOTAL REVENUE	4,299,480.37	
	TOTAL EXPENSES	5,259,564.53	
	TOTAL SURPLUS/(DEFICIT)	(960,084.16)	
	TOTAL EQUITY & SURPLUS/(DEFICIT)		<u>101,884.01</u>
	TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		<u>101,884.01</u>
=====			

BALANCE SHEET

AS OF: FEBRUARY 29TH, 2016

23 -Brush Creek NID

ACCOUNT# TITLE

ASSETS

=====

12000 Claim on Cash	182,148.91	
14012 Debt Service Reserve Fund	397,403.51	
14021 Cost of Issuance Expenses	0.34	
15001 Receivables	139,533.25	
15002 Receivables 2016	139,533.27	
	<hr/>	858,619.28

TOTAL ASSETS 858,619.28

=====

LIABILITIES

=====

21000 Deferred Revenue	279,066.52	
21100 Brush Creek Maintenance Fund	7,599.82	
24000 Long Term Bonds Payable	(4,506,327.67)	
	<hr/>	(4,219,661.33)

EQUITY

=====

30001 Fund Balance	5,012,518.46	
	<hr/>	5,012,518.46

TOTAL REVENUE 504,154.62

TOTAL EXPENSES 438,392.47

TOTAL SURPLUS/(DEFICIT) 65,762.15

TOTAL EQUITY & SURPLUS/(DEFICIT) 5,078,280.61

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT 858,619.28

=====

BALANCE SHEET

AS OF: FEBRUARY 29TH, 2016

34 -SRF Fund

ACCOUNT# TITLE

ASSETS

=====

12005 Cash	28,338.41	
17001 Sewer Infrastructure Systems	2,648,785.13	
17002 Insutiform Sewer Infrastructur	110,754.20	
17005 Accumulated Depreciation	(211,952.00)	
17012 CIP - Sewer Evaluation Study	129,839.85	
17013 CIP - Sewer Repair Phase 1	25,633.33	
17050 Bond Issue Discount & Cost	107,806.73	
		<u>2,839,205.65</u>

TOTAL ASSETS 2,839,205.65

=====

LIABILITIES

=====

24000 Long-Term Bonds Payable	2,005,000.00	
24001 Bond Issue Premium	94,132.65	
		<u>2,099,132.65</u>

EQUITY

=====

30001 Fund Balance	740,073.00	
		<u>740,073.00</u>
TOTAL BEGINNING EQUITY	740,073.00	
		<u>740,073.00</u>

TOTAL EQUITY & SURPLUS/ (DEFICIT) 740,073.00

TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT 2,839,205.65

=====

AS OF: FEBRUARY 29TH, 2016

40 -Transportation Fund

ACCOUNT#	TITLE		
ASSETS			
=====			
12000	Claim on Cash	386,800.83	
15000	Receivables - General	55,338.86	
15001	Receivable Held in Escrow Acct	8,883.40	
			451,023.09

	TOTAL ASSETS		451,023.09
			=====
LIABILITIES			
=====			
22001	A/P Pending (Due to Pooled)	390.86	
22500	Liability in Held in Escrow Ac	8,883.40	
			9,274.26
	TOTAL LIABILITIES		9,274.26

EQUITY			
=====			
30001	Fund Balance	383,334.98	
	TOTAL BEGINNING EQUITY	383,334.98	

	TOTAL REVENUE	1,172,842.64	
	TOTAL EXPENSES	1,114,428.79	

	TOTAL SURPLUS/(DEFICIT)	58,413.85	

	TOTAL EQUITY & SURPLUS/(DEFICIT)	441,748.83	

	TOTAL LIABILITIES, EQUITY & SURPLUS/DEFICIT		451,023.09
			=====

City of Parkville
 Reserved Fund Summary
 As of: February 29, 2016

	This Month		Year-to-Date		Fund Balance
	Income	Expenses	Income	Expenses	
45 Fewson Project Fund	27.75	0.00	53.93	5.75	569,252.48
46 Guest Room Tax Fund	404.29	0.00	404.29	0.00	1,285.70
50 Emergency Reserve Fund	26,458.33	0.00	52,916.66	0.00	1,322,758.94
60 Nature Sanctuary Fund	53.20	0.00	203.20	0.00	34,917.17
63 Park Donations Fund	7.00	943.60	7.00	17,280.30	20,047.02
80 Court Recoupment Fees	201.00	0.00	201.00	0.00	38,854.59
81 Police Training Fees - LET	258.00	0.00	476.00	0.00	41,937.88
91 TIF Development Fund	1.05	0.00	2.03	0.00	12,445.70
95 Capital Projects Fund	13,772.00	0.00	19,519.24	21,774.16	56,539.54
TOTAL	41,182.62	943.60	73,783.35	39,060.21	2,098,039.02

City of Parkville
Cash & Investments Balance Report
As of February 29, 2016

General Fund #10

Cash on Hand	181.31	
Total Cash Accounts*	2,404,580.24	
Fund Cash & Investments Total		<u><u>\$2,404,761.55</u></u>

Transportation Fund #40

Total Cash Accounts*	386,800.83	
Fund Cash & Investments Total		<u><u>\$386,800.83</u></u>

River Park Bond Retirement Fund #21

Total Cash Accounts*	169,698.10	
Fund Cash & Investments Total		<u><u>\$169,698.10</u></u>

Emergency Reserve Fund #50

Total Cash Accounts*	1,322,758.33	
Fund Cash & Investments Total		<u><u>\$1,322,758.33</u></u>

Capital Project Bonds Fund #22

Total Cash Accounts*	101,883.50	
Reserve Fund Account	0.51	
Fund Cash & Investments Total		<u><u>\$101,884.01</u></u>

TIF Development Fund #91

Total Cash Accounts*	12,445.70	
Fund Cash & Investments Total		<u><u>\$12,445.70</u></u>

Brush Creek NID Fund #23

Total Cash Accounts*	182,149.25	
Reserve Fund Account	397,403.51	
Fund Cash & Investments Total		<u><u>\$579,552.76</u></u>

Parkville Market Place Fund #92

Total Cash Account	9,417.50	
Fund Cash & Investments Total		<u><u>\$9,417.50</u></u>

Brink Meyer Road NID Fund #24

Total Cash Accounts*	0.28	
Reserve Fund Account	289,687.16	
Fund Cash & Investments Total		<u><u>\$289,687.44</u></u>

Capital Projects Fund #95

Total Cash Accounts*	54,489.55	
Fund Cash & Investments Total		<u><u>\$54,489.55</u></u>

Sewer Service Fund #30

Total Cash Accounts*	774,643.03	
Fund Cash & Investments Total		<u><u>\$774,643.03</u></u>

* Net of the amount owed (if any) to or from Pooled Cash Bank Account

Unaudited Financial Report to be used for Budgetary Management Purposes

RETURN A - MONTHLY RETURN OF OFFENSES KNOWN TO THE POLICE

ITEM 4D

For 03-15-16

Board of Aldermen Meeting

1 CLASSIFICATION OF OFFENSES	2 OFFENSES REPORTED OR KNOWN TO POLICE (INCLUDING "UNFOUNDED" AND ATTEMPTS)	3 UNFOUNDED, I.E. FALSE OR BASELESS COMPLAINTS	4 NUMBER OF ACTUAL OFFENSES (COLUMN 2 MINUS COLUMN 3) (INCLUDE ATTEMPTS)	5 TOTAL OFFENSES CLEARED BY ARREST OR EXCEPTIONAL MEANS (INCLUDES COL. 8)	6 NUMBER OF CLEARANCES INVOLVING ONLY PERSONS UNDER 18 YEARS OF AGE
1. CRIMINAL HOMICIDE					
a. MURDER AND NONNEGLIGENT HOMICIDE (score attempts as aggravated assault if homicide reported, submit Supplemental Homicide Report)	11			00	
b. MANSLAUGHTER BY NEGLIGENCE	12			00	
2. FORCIBLE RAPE TOTAL	20			00	
a. Rape by Force	21				
b. Attempts to commit Forcible Rape	22				
3. ROBBERY TOTAL	30			01	
a. Firearm	31				
b. Knife or Cutting Instrument	32				
c. Other Dangerous Weapon	33				
d. Strong-Arm (Hands, Fists, Feet, Etc.)	34				
4. ASSAULT TOTAL	40	6		6	2
a. Firearm	41				
b. Knife or Cutting Instrument	42				
c. Other Dangerous Weapon	43				
d. Hands, Fists, Feet, Etc. - Aggravated Injury	44	2		2	1
e. Other Assaults - Simple, Not Aggravated	45	4		4	4
5. BURGLARY TOTAL	50	2		2	1
a. Forcible Entry	51	1		1	
b. Unlawful Entry - No Force	52	1		1	1
c. Attempted Forcible Entry	53				
6. LARCENY - THEFT TOTAL (Except Motor Vehicle Theft)	60	6		6	8
7. MOTOR VEHICLE THEFT TOTAL	70				
a. Autos	71				
b. Trucks and Buses	72				
c. Other Vehicles	73				
GRAND TOTAL	77	14		14	12

Prior 3yrs.
Average

January 1, 2016

Month and Year of Report

thru
January 31, 2016

Parkville, Missouri PD

Agency and State

Mo0830100

Agency Identifier

5700.00

Population

February 26, 2016

Date

Craig Hubbell

Detective Sergeant

Prepared By

Title

Chief K.L. Chismar

Chief, Commissioner, Sheriff, or Superintendent

PROPERTY STOLEN BY CLASSIFICATION

CLASSIFICATION	NUMBER OF ACTUAL OFFENSES (COLUMN 4 Return A)	Monetary Value of Property Stolen
1. MURDER AND NONNEGLIGENT MANSLAUGHTER	12	
2. FORCIBLE RAPE	20	
3. ROBBERY		
(a) HIGHWAY (Streets, alleys, etc.)	31	
(b) COMMERCIAL HOUSE (except c, d and f)	32	
(c) GAS OR SERVICE STATION	33	
(d) CONVENIENCE STORE	34	
(e) RESIDENCE (anywhere on premises)	35	
(f) BANK	36	
(g) MISCELLANEOUS	37	
TOTAL ROBBERY	30	
5. BURGLARY - BREAKING AND ENTERING		
(a) RESIDENCE (dwelling)		
(1) NIGHT (6 p.m. - 6 a.m.)	51	
(2) DAY (6 a.m. - 6 p.m.)	52	
(3) UNKNOWN	53	1 3850
(b) NON-RESIDENCE (store, office, etc.)		
(1) NIGHT (6 p.m. - 6 a.m.)	54	1 239
(2) DAY (6 a.m. - 6 p.m.)	55	
(3) UNKNOWN	56	
TOTAL BURGLARY	50	2 4089
6. LARCENY - THEFT (Except Motor Vehicle Theft)		
(a) \$200 AND OVER	61	1 28867
(b) \$50 TO \$200	62	1 70
(c) UNDER \$50	63	4 45
TOTAL LARCENY (Same as Item 6X)	60	6 28982
7. MOTOR VEHICLE THEFT (Including Alleged Joy Riding)	70	
GRAND TOTAL - ALL ITEMS	77	8 10 33071
ADDITIONAL ANALYSIS OF LARCENY AND MOTOR VEHICLE THEFT		
6X. NATURE OF LARCENIES UNDER ITEM 6		
(a) POCKET-PICKING	81	
(b) PURSE SNATCHING	82	
(c) SHOPLIFTING	83	4 45
(d) FROM MOTOR VEHICLE (except e)	84	1 70
(e) MOTOR VEHICLE PARTS AND ACCESSORIES	85	
(f) BICYCLES	86	
(g) FROM BUILDING (except c and h)	87	0 1
(h) FROM ANY COIN-OPERATED MACHINES (parking meters etc.)	88	
(i) ALL OTHERS	89	1 28867
TOTAL LARCENIES (Same as Item 6)	90	6 8 28982
7X. MOTOR VEHICLES RECOVERED		
(a) STOLEN LOCALLY AND RECOVERED LOCALLY	91	Prior 3yrs. Average
(b) STOLEN LOCALLY AND RECOVERED BY ANOTHER JURISDICTION	92	
(c) TOTAL LOCALLY STOLEN MOTOR VEHICLES RECOVERED (a & b)	90	
(d) STOLEN IN OTHER JURISDICTION AND RECOVERED LOCALLY	93	

January 1, 2016 thru January 31, 2016

CITY OF PARKVILLE

Policy Report

Date: March 8, 2016

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve Change Order No. 3 with Insituform Technologies for the cured-in-place pipe (CIPP) lining work for the Sanitary Sewer Phase 3 repairs.

BACKGROUND:

Since 2007, the City has accumulated data from the closed-circuit television (CCTV) evaluation of sanitary sewer lines. This data was reviewed by the city's contract engineer, Jay Norco with North Hills Engineering (NHE). The deteriorated areas were prioritized based on the severity of the issues in the existing system determined by data review, field investigation, mapping, and smoke testing performed by NHE and Alliance Water Resources (AWR). Based on this evaluation, NHE prepared a bid request for the Sanitary Sewer Phase 2 repairs in June 2015. The City received responses from only two contractors for the specialized construction.

On July 7, 2015, the Board of Aldermen approved a contract with Insituform (Attachment 1) for the cured-in-place pipe (CIPP) lining to repair badly collapsed pipe systems. There were three areas included in the Sanitary Sewer Phase 2 repairs. The 2015 bid request included unit prices based on the pipe sizes, as well as the total cost to complete the project. Previously Insituform performed the 2009 Sewer Repairs Phase 1 project.

There are a few contractors that offer the cured-in-place pipe lining method, which is a specialized construction method. The prices that the City received in 2015 are comparable to the 2009 unit prices. NHE prepared a price comparison of the cured-in-place pipe for other communities, which is included in Attachment 2. Many of the prices are comparable to the 2015 pricing. The majority of the work completed in Parkville will be 8" pipe, which is low in comparison to other communities.

Insituform agreed to honor the 2015 pricing for the Phase 2 repairs for the work on the 2016 Sanitary Sewer Phase 3 repairs. The proposed project areas are shown in Attachment 3. The Phase 3 program will include two types of repairs: (1) cured-in-place pipe method; and (2) manhole repairs. The portion that includes the manhole repairs will be competitively bid separately since there are more contractors with the ability to do that type of work.

BUDGET IMPACT:

The 2016 Capital Improvements Program (CIP) includes \$230,000 for the Sanitary Sewer Phase 3 repairs. The 2017 CIP includes \$60,000 for the Phase 3 repairs. The total project budget includes \$290,000. The proposed change order is in the amount of \$117,166. Attachment 5 includes details associated with the cost estimate.

On January 19, 2016, the Board of Aldermen approved a work authorization for North Hills Engineering (NHE) for the design and project management associated with the Sanitary Sewer Phase 3 project. The fee for the work authorization was \$30,975.00.

ITEM 4E
For 03-15-16
Board of Aldermen Meeting

On March 1, 2016, the Finance Committee approved a work authorization for H&H Septic to clean and televise sewer lines in downtown, at a cost not to exceed \$6,000.

The proposed project costs for H&H, NHE, and Insituform total \$154,141, which is within the \$230,000 budget for 2016. The remaining balance of \$75,859 will be used for the manhole repairs.

ALTERNATIVES:

1. Approve the change order with Insituform Technologies for the CIPP work for the Sanitary Sewer Phase 3 repairs.
2. Authorize staff to release a bid request for the Sanitary Sewer Phase 3 repairs.
3. Do not approve the change order.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approval of the change order with Insituform Technologies for the CIPP work for the Sanitary Sewer Phase 3 repairs.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on March 1, 2016, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve Change Order No. 3 with Insituform Technologies for the Sanitary Sewer Phase 3 cured-in-place pipe lining repairs in the amount of \$117,166.

POLICY:

The Purchasing Policy, Resolution No. 10-02-14, requires the Board of Aldermen to approve all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve Change Order No. 3 with Insituform Technologies for the Sanitary Sewer Phase 3 cured-in-place pipe lining repairs in the amount of \$117,166.

ATTACHMENTS:

1. Insituform Original Contract from 2015
2. Pricing Comparisons
3. Project Maps
4. Change Order #3
5. Change Order Detailed Summary

CITY OF PARKVILLE, MO

**AGREEMENT BETWEEN CITY OF PARKVILLE
AND CONTRACTOR
FOR**

PUBLIC IMPROVEMENT OF: Sanitary Sewer Repairs Phase 2

This agreement is made and entered into this 7th day of July, 2015, by and between the City of Parkville, Missouri, (hereinafter the "City") and Insituform Technologies USA, LLC (hereinafter the "Contractor").

WITNESSETH:

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this process has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums stated below.

WHEREAS, the City has caused to be prepared, in accordance with the law, Notice to Bidders, Instructions to Bidders, Bid, this Agreement, General and Special Conditions, Plans, Specifications and other documents as identified below and as further defined in the General Conditions (collectively referred to as "the Contract Documents"), for the work therein described, and has approved and adopted these said Contract Documents and has caused to be published, in the manner and for the time required by law, an advertisement inviting sealed Bids for furnishing construction materials, labor, tools, equipment and transportation necessary for, and in connection with, the construction of public improvements in accordance with the terms of this Agreement; and

WHEREAS, the Contractor, in response to the advertisement, has submitted to the City, in the manner and at the time specified, a sealed Bid in accordance with the terms of this Agreement; and

WHEREAS, the City, in the manner prescribed by law, has publicly opened, examined and evaluated the Bids submitted, and as a result of this evaluation has, in accordance with the law, determined and declared the Contractor to be the lowest and best responsible bidder for the construction of the public improvements, and has duly selected the Contractor for award of a contract therefor upon the terms and conditions set forth in this Agreement for the sum or sums set forth below.

NOW, THEREFORE, in consideration of the compensation to be paid the Contractor, and of the mutual agreements herein contained, the parties hereto have agreed, and hereby agree, the City for itself and its successors and the Contractor for itself, its successors and assigns, as follows:

ARTICLE I. The Contractor will furnish at its own cost and expense all labor, tools, equipment, materials and transportation required to construct and complete the work designated, described and required by the Contract Documents, to wit:

In accordance with the Contract Documents, on file with the City Clerk of Parkville, Missouri, all of which are as fully a part hereof as if repeated verbatim herein; all work to be done in a good, substantial and workmanlike manner to the entire satisfaction of the City, and in accordance with the laws of the City, the State of Missouri and the United States of America. All terms used herein shall have the meanings ascribed to them in the General Conditions unless otherwise specified.

ARTICLE II. The City shall pay to the Contractor for the performance of the work embraced in this Contract, and the Contractor will accept in full compensation therefor, the sum of **Two Hundred Eighty-Four Thousand, Six Hundred Seventeen and 50/100 DOLLARS (\$284,617.50)** (subject to adjustment as provided by the Contract Documents) for all work covered by and included in the Contract award and designated in the foregoing Article I, payment thereof to be made in cash or its equivalent and in the manner provided in the Contract Documents.

ARTICLE III. The Contractor shall commence work upon the date stated in the Notice to Proceed and will be Substantially Complete with all work by March 1, 2016, and Finally Complete with all work by March 15, 2016. Time is of the essence. Accordingly, liquidated damages shall be assessed against Contractor, as stipulated liquidated damages and not as a penalty, in the amount of **\$200.00** for each and every calendar day the work remains incomplete past the date of Substantial Completion.

ARTICLE IV. This Agreement shall not become effective, nor shall Contractor commence any work hereunder, until the City has received, and approved, the Certificate of Insurance and Additional Insured- and Notice of Cancellation Endorsements, the fully executed Performance and Payment Bonds with Powers of Attorney, and the list of proposed Subcontractors/Suppliers from Contractor.

ARTICLE V. This Agreement is entered into, under and pursuant to, and is to be construed and enforceable in accordance with the laws of the State of Missouri.

ARTICLE VI: The following documents are made part of this agreement by reference:

Contractor's Bid Form and Schedule of Unit Prices	
Exhibit A	General Conditions of the Contract
Exhibit A-1	Special Conditions of the Contract
Exhibit B-1	Form of Performance Bond
Exhibit B-2	Form of Payment Bond
Exhibit C	Engineered Plans generally titled: Sanitary Sewer Repairs Phase 2, consisting of 11 sheets.
Exhibit D	Specifications
Exhibit F	Sales tax exemption documentation forms
Exhibit G	Contractor's Affidavit of Compliance with Non-Discrimination and Equal Employment Opportunity Laws
Exhibit H	Affidavit of Compliance with Safety Training Requirements (§292.675 R.S. Mo.)
Exhibit I	Affidavit of Compliance with R.S. Mo §285.530.6
Exhibit J-1	Applicable Missouri Prevailing Wage Rates (Wage Order 22)
Exhibit J-2	Prevailing Wage Rate Reporting Form
Exhibit J-3	Certification of Compliance with Prevailing Wage Requirements
Exhibit K	Insurance Requirements
Exhibit L	Form of Bill of Sale
Exhibit M	Form of Bailment Agreement
Exhibit N	Form of Conditional Partial Waiver of Lien and Release of Claims
Exhibit O	Form of Conditional Final Waiver of Lien and Release of Claims

WITNESS WHEREOF, the City of Parkville, Missouri, has caused this Agreement to be executed on its behalf, thereunto duly authorized, and the said Contractor has executed Four (4) counterparts of this contract in the prescribed form and manner, the day and year first above written.



CITY OF PARKVILLE, MISSOURI

By: Nanette K. Johnston
Nanette K. Johnston

Title: Mayor

ATTEST:

Melissa McChesney
Melissa McChesney, City Clerk

INSITUFORM TECHNOLOGIES USA, LLC

By: Whittney Schulte
Whittney Schulte

Whittney Schulte

Title: Assistant Secretary
Assistant Secretary

Assistant Secretary

(SEAL)

(If the Contract is not executed by the President of the Corporation or general partner of the partnership, please provide documentation, which authorizes the signatory to bind the corporation or partnership. If a corporation, Contractor shall furnish the City a current certificate of good standing, dated within ten (10) days of the date of this Contract.)

SCHEDULE OF PRICES

Item	Description	Qty.	Unit	Unit Price	Extension
1	Mobilization (limited to 4% of total Bid Price)	1	LS	\$2,500. ⁰⁰	\$2,500. ⁰⁰
2	Cured-in-Place Pipe, 24-inch dia., 13.5 mm thickness	285	LF	130. ⁰⁰	37,050. ⁰⁰
3	Cured-in-Place Pipe, 21-inch dia., 12 mm thickness	892	LF	75. ⁰⁰	66,900. ⁰⁰
4	Cured-in-Place Pipe, 15-inch dia., 9 mm thickness	1123	LF	50. ⁰⁰	56,150. ⁰⁰
5	Cured-in-Place Pipe, 12-inch dia., 9 mm thickness	363	LF	50. ⁰⁰	18,150. ⁰⁰
6	Cured-in-Place Pipe, 10-inch dia., 7.5 mm thickness	1001	LF	25. ⁵⁰	25,525. ⁵⁰
7	Cured-in-Place Pipe, 8-inch dia., 6 mm thickness	2171	LF	22. ⁰⁰	47,762. ⁰⁰
8	Open-Cut Point Repair, 8-inch, at Manhole G51	1	LS	13,380. ⁰⁰	13,380. ⁰⁰
9	Open-Cut Point Repair, 8-inch, at Manhole G55	1	LS	17,200. ⁰⁰	17,200. ⁰⁰
					\$284,617. ⁵⁰

Institutum Technologies USA, LLC

TOTAL BASE BID PRICE (IN WORDS AND FIGURES)

two hundred eighty four thousand six hundred seven and 50/100ths
 Dollars & no/cents *\$284,617.50*
 (Words) (Figures)

COMPARISON OF HISTORICAL UNIT PRICES FOR CIPP WORK:

JN 2-26-16

Contract:	Price in \$ / LF					Comments
	8" size 6.0 mm	10" size 7.5 mm	12" size 7.5 mm	12" size 9.0 mm	15" size 9.0 mm	
Independence MO (2013)	\$ 27.30	\$ 30.00	\$ 42.50	\$ 43.70	\$ 56.10	
Parkville, MO Sewer Repairs Phs. 1 (2009)	\$ 26.00	\$ 33.00	\$ 35.00	-	\$ 40.00	Insituform, easy access lines, very aggressive bid climate.
Platte Co. Sewer District CIPP Repairs (2012)	\$ 24.95	-	-	-	-	SAK Construction, easy access, avg. bid climate.
Independence MO (2015)	\$ 27.30	\$ 35.70	\$ 42.50	\$ 43.70	\$ 56.10	
Parkville, MO Sewer Repairs Phs. 2 (2015)	\$ 22.00	-		\$ 50.00	\$ 50.00	Difficult access lines on larger sizes. Avg. bid climate.

Conclusion: The 2015 Parkville pricing is in line with recent and past projects, and the 8" size (most prevalent for Parkville 2016 work) is considerably lower.

NOTES:

1. This map is provided for geographic reference and to address access provisions/requirements. Refer to Unit Price Summary sheet for description of work required.
2. For access to work, follow public roadways and Access Paths shown. Do not deviate without permission of Owner and property owner. Note that parcel lines/property lines may be shifted in view versus the aerial photography.
3. Contractor is responsible for repair of damage to existing public infrastructure, private property, and utilities.
4. Existing utilities are not shown on this map. Where excavation is required, Contractor shall utilize the Missouri One-Call System for locates,



1 inch = 100 feet

Access via 2nd St.

No vehicle access to MH B07.

Equipment can access via 9 Hwy shoulder.

Green Lines shall be lined using CIPP. Refer to Summary Table, Change Order #3.

Legend

- Existing San Sewer
- Existing San MH
- CIPP Lining - C.O.#3
- Parcels_2012

DRAWING 3-1
CITY OF PARKVILLE
SAN SEWER REPAIRS PH. 2 - CHANGE ORDER #3.
REPAIR AREA: PARK U COLLECTOR LINES

NOTES:

1. This map is provided for geographic reference and to address access provisions/requirements. Refer to Unit Price Summary sheet for description of work required.
2. For access to work, follow public roadways and Access Paths shown. Do not deviate without permission of Owner and property owner. Note that parcel lines/property lines may be shifted in view versus the aerial photography.
3. Contractor is responsible for repair of damage to existing public infrastructure, private property, and utilities.
4. Existing utilities are not shown on this map. Where excavation is required, Contractor shall utilize the Missouri One-Call System for locates,

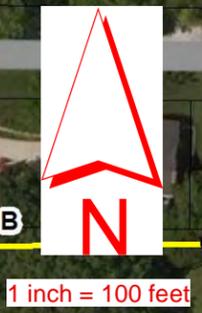
Use sewer easement for access.
Foot access only.

Green Lines shall be lined using CIPP.
Refer to Summary Table, Change Order #3.

See attached Preliminary Profile
of existing sewer line segment.

Open Cut point repair. About 18 LF.
90--108' D/S F05, including 2 taps.
Depth 6' - 7' to invert.

Open Cut point repair. About 5 LF.
At tap 41' D/S F05.
Depth 6' - 7' to invert.



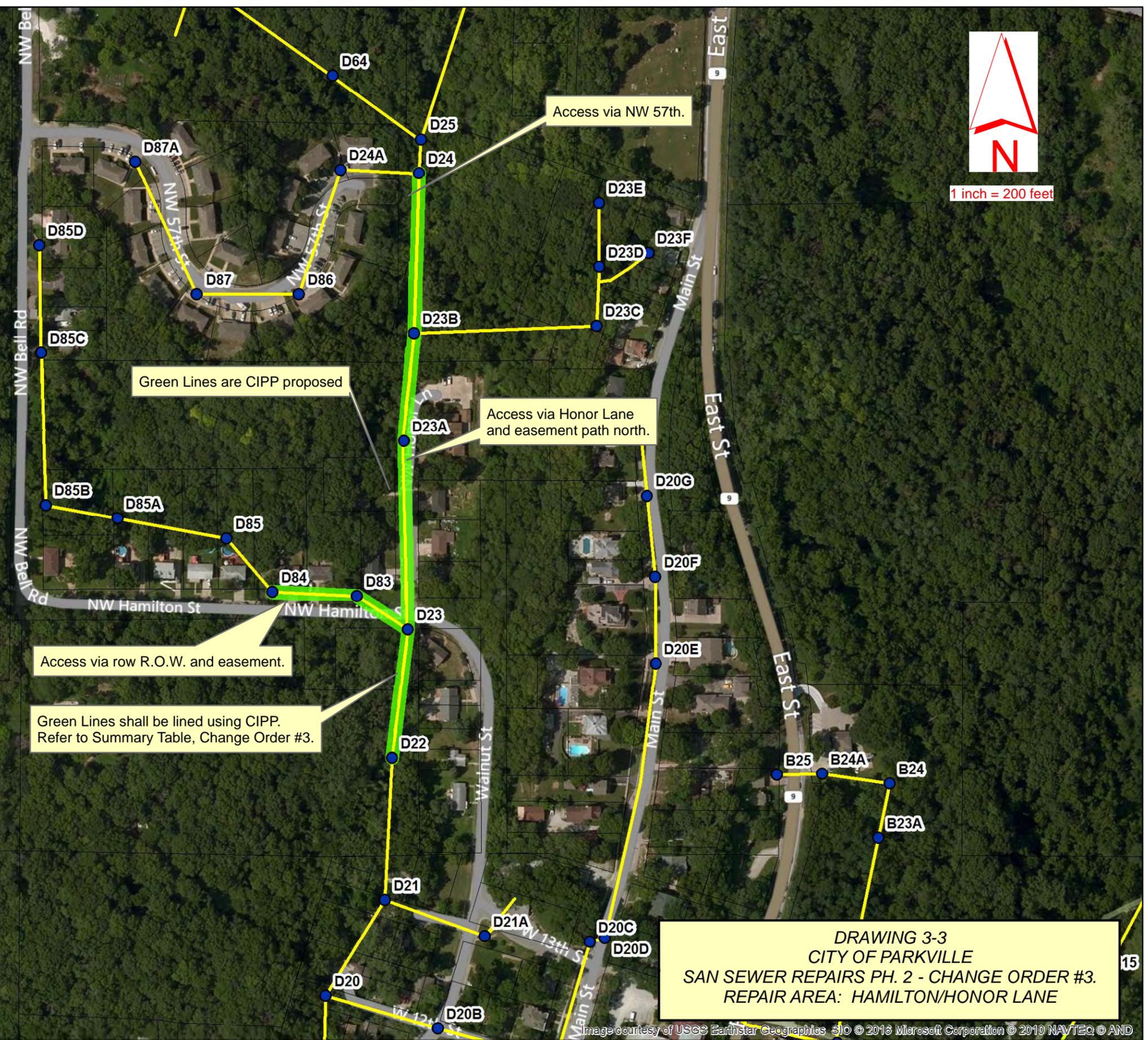
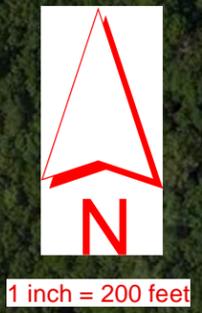
Legend

- Existing San Sewer
- sanitarymanholes
- Phase3-Lines
- Parcels_2012

DRAWING 3-2
CITY OF PARKVILLE
SAN SEWER REPAIRS PH. 2 - CHANGE ORDER #3.
REPAIR AREA: PLATTE HILLS AT WOODLAND VIEW

NOTES:

1. This map is provided for geographic reference and to address access provisions/requirements. Refer to Unit Price Summary sheet for description of work required.
2. For access to work, follow public roadways and Access Paths shown. Do not deviate without permission of Owner and property owner. Note that parcel lines/property lines may be shifted in view versus the aerial photography.
3. Contractor is responsible for repair of damage to existing public infrastructure, private property, and utilities.
4. Existing utilities are not shown on this map. Where excavation is required, Contractor shall utilize the Missouri One-Call System for locates,



Green Lines are CIPP proposed

Access via Honor Lane and easement path north.

Access via row R.O.W. and easement.

Green Lines shall be lined using CIPP. Refer to Summary Table, Change Order #3.

Legend

- Existing San Sewer
- Existing San MH
- CIPP-Lining C.O.#3
- Parcels_2012

DRAWING 3-3
CITY OF PARKVILLE
SAN SEWER REPAIRS PH. 2 - CHANGE ORDER #3.
REPAIR AREA: HAMILTON/HONOR LANE

Change Order

PROJECT:
Sanitary Sewer Repairs Phase 2

CHANGE ORDER NUMBER: Three (3)
DATE: March 15, 2016

TO CONTRACTOR (*Name and Address*):
Insituform Technologies USA, LLC
17988 Edison Ave.
Chesterfield, MO 63005

PROJECT NO.: SANSWR2015
CONTRACT DATE: July 7, 2015

THE CONTRACTOR IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 284,617.50
The net change by previously authorized Change Orders	\$ 6,075.00
The Contract Sum prior to this Change Order was	\$ 290,692.50
The Contract Sum will be increased/ decreased by this Change Order in the amount of	\$ 117,166.00
The new Contract Sum including this Change Order will be	\$ 407,858.50

The Contract Time will be increased by 120 days.
The date of Substantial Completion as of the date of this Change Order therefore is:

This Change Order represents a complete and final resolution of all matters concerning or arising out of the work described in the Change Order, including any impact, delay, disruption and/or acceleration of work unless specifically identified herein.

Description of Work Added: Cured-in-Place Pipe and open-cut point repairs as set forth on the attached: "Summary of Work for Change Order No. 3", along with the referenced drawings.

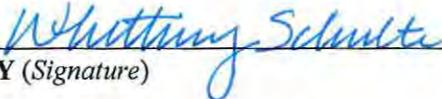
NOT VALID UNTIL SIGNED BY THE CONTRACTOR AND OWNER.

INSITUFORM TECHNOLOGIES USA, LLC
CONTRACTOR (*Firm name*)

CITY OF PARKVILLE, MISSOURI
OWNER (*Firm Name*)

17988 Edison Ave., Chesterfield, MO 63005
ADDRESS

8880 Clark Avenue, Parkville, MO 64162
ADDRESS


BY (*Signature*)

BY (*Signature*) – Nanette K. Johnston, Mayor

Whittney Schulte, Assistant Secretary
(Typed name)

BY (*Signature*) – Alysén M. Abel, Public Works Director

3/7/2016
DATE

DATE

**SUMMARY OF WORK FOR CHANGE ORDER No. 3.
CITY OF PARKVILLE, SANITARY SEWER REPAIRS PHASE 2 PROJECT.**

J. Norco, P.E. 2/24/16

The following work (CIPP Lining, and open cut point repairs) is added to the project, as tabulated below:

REPAIR AREA: PARK U COLLECTOR LINES @ HWY 9 CROSSING (See 11x17 Drawing 3-1.)

Line Segment		Length (feet)	Pipe Matl	Dia. inch	Summary of Repairs			Comment/Alt method.
U/S MH	D/S MH				Method	Qty	Unit	
B06	B05	112	VCP	12	CIPP	112	LF	
A01	BO6	59	VCP	8	CIPP	59	LF	
B08	B07	200	VCP	12	CIPP	200	LF	

REPAIR AREA: PLATTE HILLS AT WOODLAND VIEW (See 11x17 Drawing 3-2, and "Preliminary Profile...Segment F05-F04.")

Line Segment		Length (feet)	Pipe Matl	Dia. inch	Summary of Repairs			Comment/Alt method.
U/S MH	D/S MH				Method	Qty	Unit	
F05	F04	247	TRS	8	OCPP	1	LS	Pt. Repair: tap 41' D/S F05, and 2 taps 90--108' D/S F05
F05	F04	247	TRS	8	CIPP	247	LF	
F07	F06	352	TRS	8	CIPP	352	LF	
F11	F05	223	TRS	8	CIPP	223	LF	
F06	F05	118	TRS	8	CIPP	118	LF	Trim intruding tap.

REPAIR AREA: HAMILTON / HONOR LANE TRUNK LINES. (See 11x17 Drawing 3-3.)

Line Segment		Length (feet)	Pipe Matl	Dia. inch	Summary of Repairs			Comment/Alt method.
U/S MH	D/S MH				Method	Qty	Unit	
D24	D23B	316	VCP	12	CIPP	316	LF	
D23	D22	240	VCP	15	CIPP	240	LF	
D23B	D23A	240	VCP	15	CIPP	240	LF	
D23A	D23	333	VCP	12	CIPP	333	LF	
D84	D83	125	VCP	8	CIPP	125	LF	
D83	D23	154	VCP	8	CIPP	154	LF	

UNIT PRICE SUMMARY FOR WORK ADDED:

Item	Description	Qty.	Unit	Unit Price	Extension
1a	Mobilization, for added work, C.O. #3.	1	LS	2,500.00	2,500.00
4	Cured-in-Place Pipe, 15-inch dia., 9 mm thickness	480	LF	50.00	24,000.00
5	Cured-in-Place Pipe, 12-inch dia., 9 mm thickness	961	LF	50.00	48,050.00
7	Cured-in-Place Pipe, 8-inch dia., 6 mm thickness	1278	LF	22.00	28,116.00
8b	Open Cut Point Repairs, 8-inch, Seg. F05-F04	1	LS	14,500.00	14,500.00

Total: 117,166.00

CITY OF PARKVILLE

Policy Report

Date: March 8, 2016

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve the purchase of a new 2016 John Deere Z997R Commercial L.C. Diesel Mower from Heritage Tractor, Inc. for the Parks Division.

BACKGROUND:

The Parks Division has two mowers that are used to mow the City property around Parkville. The Parks staff mows approximately 100 acres of area around the City, which includes: English Landing Park; Platte Landing Park; Adams Park; Watkins Park; Parkville Athletic Complex (PAC) Detention Pond; South Platte Pass along Hwy 45; Train Depot property; Park property located in the southeast corner of 62nd Street and Hwy 9; and other trails around the City.

The current mower inventory for the City includes two zero-turn mowers that were purchased in 2010 with grant money received from the Platte County Outreach Grant program. The mowers are in poor condition and need to be replaced. Mower #1 has 1,460 hours and Mower #2 has 1,327 hours. Typically, the value of a mower depreciates significantly after 1,000 hours. The City has targeted a schedule of replacing one mower per year for the next two years, to spread the cost over two budget cycles.

The City released a bid request in early February for the purchase of a 2016 John Deere Z997R Commercial L.C. Diesel Mower or an equivalent alternate. Three bids were received. The bid tabulation is included in Attachment 2. There was only one bidder that provided pricing for a John Deere mower that matched the specifications provided in the bid document. That bid was from Heritage Tractor for \$15,890. The other two bidders provided bids for mowers manufactured by Toro. The Toro mowers did not fit the specifications published in the bid request; but one of the two Toro mowers, the Toro Groundsmaster 7200, would be an acceptable alternative for the Parks operations due to the amount of hours the Parks crews.

The original bid request did not include a suspension seat in the specifications. Heritage provided two bids: (1) mower without the suspension seat in the amount of \$15,890; and (2) mower with the suspension seat in the amount of \$16,135. Based on feedback from the Parks staff, the suspension seat is preferred due to the excessive time that is spent on the mowers, as well as the rough terrain.

The City plans to continue to use the two original mowers, along with the new mower. Having the extra mower will allow the Parks Division to continue its mowing operation without interruption. Based on recent information from Heritage, the trade-in value for the mower is approximately \$4,000. Staff proposes to postpone the surplus of the existing mower until fall 2016.

Although the previous John Deere mowers were not purchased from Heritage Tractor, the dealer currently provides excellent service to the mowers. Staff is pleased with John Deere mowers and uncertain about Toro's performance. By purchasing additional John Deere mowers, the

parts could be interchangeable with the existing mowers, allowing Parks staff to perform minor maintenance on the mowers.

BUDGET IMPACT:

The Capital Improvement Program includes \$17,500 for the purchase of one zero-turn mower in 2016 and one in 2017. Staff recommends purchasing the John Deere option from Heritage Tractor with the suspension seat, which is below budget by \$1,365.

ALTERNATIVES:

1. Approve the purchase of a new 2016 John Deere Z997R Commercial L.C. Diesel Mower with the suspension seat from Heritage Tractor (Platte City, MO) in the amount of \$16,135.
2. Approve the purchase of a new 2016 John Deere Z997R Commercial L.C. Diesel Mower without the suspension seat from Heritage Tractor in the amount of \$15,890.
3. Approve the purchase of a new 2016 Toro Groundsmaster 7200 Commercial Mower from Professional Turf Products (Lenexa, KS) in the amount of \$15,615.74.
4. Do not approve the purchase.
5. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends authorizing the purchase of a new 2016 John Deere Z997R Commercial Mower with the suspension seat from Heritage Tractor in the amount of \$16,135. Staff further recommends delaying the surplus of existing Parks mowers until fall of 2016.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on March 1, 2016, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve the purchase of a new 2016 John Deere Z997R Commercial Diesel Mower with the suspension seat from Heritage Tractor, Inc. in the amount of \$16,135.

The Finance Committee requested that staff provide additional justification for the purchase of the John Deere mower.

- **Proximity to Service Center:** If any major maintenance is necessary on the John Deere mower, Heritage Tractor is located in Platte City, Missouri. The Toro mower would be serviced at the dealer in Lenexa, Kansas.
- **Availability of Parts:** If parts are needed for the John Deere mower, Heritage has parts on hand, or can get parts from another store the next day. The Toro dealer doesn't stock parts; their parts come from Dallas and usually take 2 to 3 days.
- **Type of Engine:** The Toro mower has a Kubota engine, which has less horsepower than a John Deere mower engine. The City staff has experience with Kubota engines overheating. Staff reached out to peer communities to get their feedback. The peer communities had similar experiences with Kubota engines. One peer community mentioned that they were able to get about half of the hours on a mower due to the engine issues.
- **Fuel Economy:** City staff has found that the John Deere mower gets better fuel economy as compared to the previous fuel economy with the Kubota engines.
- **Quality of Blades:** City staff mentioned that the quality of blades are better with John Deere mowers, they are made with better quality steel and last 4 times longer.
- **Customer Service:** One peer community had warranty work performed by Toro, they said that the service professional showed up two days after the appointment to do the work.

POLICY:

The Purchasing Policy, Resolution No. 10-02-14, requires the Board of Aldermen to approve all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve the purchase of a new 2016 John Deere Z997R Commercial Diesel Mower with the suspension seat from Heritage Tractor, Inc. in the amount of \$16,135; and to postpone the surplus of one of the existing mowers until fall 2016.

ATTACHMENTS:

1. Bid Tabulation
2. Purchase Order

**BID TABULATION
PARKS MOWER**

2016 John Deere Z997 R Commercial L.C. Diesel Mower

BID DATE: FEBRUARY 17, 2016, 10:00 A.M.

VENDOR	PRODUCT	TOTAL
Coleman Equipment Lenexa, Kansas	Model 74274 Toro 7000 Series	\$12,987.80
Professional Turf Products Lenexa, Kansas	Toro Groundsmaster 7200 Commercial Mower	\$15,615.74
Heritage Tractor, Inc. * Platte City, MO	John Deere Z997R Commercial Mower	\$15,890.00

*Denotes recommended vendor

PURCHASE ORDER
(non-construction)

CITY OF PARKVILLE (PURCHASER)
8880 Clark Avenue
(816) 741-7676

Date: March 15, 2016

Upon proper acceptance, we agree to purchase from you upon terms and conditions set forth below and on the attached pages hereto.

VENDOR Heritage Tractor
601 Main Street
Platte County, MO 64079
(816) 858-4440 (816) 858-4343
Phone: Fax:

SHIP TO: Parks Department Office, English Landing Park, 8570 McAfee, Parkville, MO 64152

INVOICE TO: City of Parkville, 8880 Clark Avenue, Parkville, MO 64152

ALL MATERIAL SHALL BE DELIVERED TO PURCHASER FREIGHT PREPAID, UNLESS OTHERWISE SPECIFIED BELOW.

Vendor agrees to furnish following goods in accordance with the terms and provisions of this Purchase Order Agreement consisting of 6 pages including attachments. Purchaser agrees to pay the total sum of Sixteen Thousand One Hundred Thirty-Five Dollars (\$16,135.00) for such materials, subject to any additions or deductions agreed upon in writing. **Freight charges are included in purchase price and sales taxes will not be charged to the Purchaser as a tax exempt entity. Purchaser will provide Vendor with a Tax Exemption Certificate upon request.** Payment is to be made within thirty days after delivery of goods and receipt of invoice. This purchase order is only valid through 30 days.

ITEMS:

John Deere Z997R Commercial L.C. Diesel Max-Frame Z-Trak with 72 inch side discharge, 7-iron PRO deck w/ Comfort Adjust Suspension Seat with Armrests

See Attachment "A" – Terms and Conditions
See Attachment "B" – Insurance Requirements

SCHEDULE OF DELIVERY:

F.O.B. Parks Department office at English Landing Park, Parkville, MO

NOTE: All Terms and Conditions for Purchase Order attached hereto are incorporated herein by reference and made a part of this Purchase Order. Vendor's signature and return of this document as presented, or its delivery of any of the items covered by this Purchase Order, shall constitute acceptance of all of its terms and conditions. If this Purchase Order is not signed and returned to Purchaser within ten (10) days of the date stated on page 1 above, however, it may be deemed voidable at the option of Purchaser. Payment shall not be due until Vendor has furnished Purchaser, with the required Certificates of Insurance and any other documents required by Purchaser.

All terms in any offer, bid, order acknowledgement or other document that are inconsistent with the terms stated herein are explicitly rejected and not a part of this Purchase Order.

CITY OF PARKVILLE, MISSOURI. ("Purchaser")

("Vendor")

By: _____

By: 

Title: _____

Title: sales

Date: _____

Date: 02-29-16

CITY OF PARKVILLE

Policy Report

Date: March 8, 2016

Prepared By:
Alysen Abel
Public Works Director

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approve a small construction services agreement with American Sweeping for the 2016 Street Sweeping Program.

BACKGROUND:

Due to heavy salt and sand usage over the winter and normal accumulation of leaves, trash, and other debris, the City's streets need to be swept periodically. Sweeping operations help to keep contaminants out of the storm sewer systems, which improves the water quality in accordance with the Clean Water Act.

The City released a bid request for the 2016 Street Sweeping program and received responses from two companies, Delta Sweeping and American Sweeping.

<u>Company</u>	<u>Charge Per Hour</u>	<u>Total Hours Needed</u>
Delta Sweeping, Inc.	\$135.00	Not to exceed 60 hours
American Sweeping, Inc.	\$120.00	Not to exceed 60 hours

The contract will be limited to an hourly rate, not to exceed 60 hours. American Sweeping provided the low bid at \$120.00 per hour. American Sweeping provided street sweeping services in 2015, staff was satisfied with their performance. With last year's contract, staff limited the hours to complete sweeping the entire street system to 60 hours. In 2015, budget only allowed for street sweeping in the spring. Street sweeping will occur in both the fall and spring this year.

BUDGET IMPACT:

The Transportation Fund includes \$15,000 for street sweeping for City streets and public parking lots. American Sweeping will be compensated for the hours spent with a contract not to exceed 60 hours, which would be \$7,200 per season. The total contract would be a maximum of \$14,400, which is within the street sweeping budget.

ALTERNATIVES:

1. Approve the contract with American Sweeping in an amount not to exceed \$14,400.
2. Approve the contract with American Sweeping in an amount not to exceed \$7,200 and authorize one-time sweeping in the spring.
3. Do not approve the contract.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends approval of the small construction services agreement with American Sweeping for the 2015 Street Sweeping Program, in an amount not to exceed \$14,400.

FINANCE COMMITTEE RECOMMENDATION:

At the meeting on March 1, 2016, the Finance Committee, by a vote of 5-0, recommended that the Board of Aldermen approve the small construction services agreement with American Sweeping for the 2016 Street Sweeping Program in an amount not to exceed \$14,400.

POLICY:

The Purchasing Policy, Resolution No. 10-02-14, requires the Board of Aldermen to approve all purchases above \$10,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

I move to approve the small construction services agreement with American Sweeping for the 2016 Street Sweeping Program in an amount not to exceed \$14,400.

ATTACHMENTS:

1. Bid Tabulation
2. Proposed Agreement

**BID TABULATION
STREET SWEEPING**

BID DATE: FEBRUARY 24, 2016, 10:00 A.M.

BIDDER	UNIT PRICE	TOTAL
Delta Sweeping Kansas City, MO	\$135.00 Per Hour	\$16,200.00
American Sweeping * Kansas City, MO	\$120.00 Per Hour	\$14,400.00

*Denotes recommended vendor

SMALL CONSTRUCTION SERVICES AGREEMENT MAINTENANCE OR REPAIR PROJECT

THIS SERVICE AGREEMENT, entered into on this 15th day of March 2016, by and between the CITY OF PARKVILLE, MISSOURI ("City") and American Sweeping, Inc. ("Contractor").

WHEREAS, the City seeks to hire Contractor to provide certain construction services as described in Exhibit "A" to this Agreement (the "Construction Services"); and

WHEREAS, the City has budgeted funds to acquire the services necessary to complete the Construction Services; and

WHEREAS, Contractor has the necessary staff and qualifications to provide the Construction Services to the City.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term "Construction Services" when used in this Agreement shall mean any and all labor, material, equipment, insurance, surety bonds or other thing of value that may be required by this Agreement including its exhibits.
- B. The City agrees to retain Contractor and Contractor agrees to perform and complete the Construction Services described in the **Exhibit "A"** – Scope of Work, attached hereto and incorporated by reference.
- C. Service Provider represents it has all necessary skills, personnel, financial capacity, licenses, permits, knowledge, and certifications required to perform the Services described herein.

II. COMPENSATION

- A. As consideration for providing the Construction Services, the City shall pay Contractor as set forth in **Exhibit "A"**.
- B. Contractor shall submit its invoices to the City either at completion of the Project, or on such milestone or other interim terms as set forth on **Exhibit "A"**. Contractor's final invoice shall be accompanied by Waivers and Releases of Claim on the forms attached as **Exhibit "B-2"** to this Agreement, executed by Contractor any all subcontractors with contract values of \$5,000 or more, and notarized. If partial payments are authorized on **Exhibit "A"**, then Contractor shall submit partial waivers on the form attached as **Exhibit "B-1."** The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Contractor of the nature of the dispute regarding the balance.
- C. Contractor shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.

III. SCHEDULE

- A. Time is of the essence in performance of this Agreement.
- B. Unless otherwise directed by the City, Contractor shall commence performance of the Construction Services upon execution of this Agreement.
- C. Services shall be completed within the schedule set forth on **Exhibit "A"**.
- D. Neither the City nor the Contractor shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- E. If **Exhibit "A"** contains a provision for Liquidated Damages, it shall be because the parties have agreed that late completion of the Construction Services by Contractor would cause irreparable harm to the City, which harm is difficult to quantify; and that the parties have agreed that the amount stated in Exhibit "A" for Liquidated Damages is a fair approximation of the daily costs that the City would incur for late Substantial Completion of the work.

IV. CHANGES

- A. The City reserves the right issue Changes, both additive and deductive, to the Scope of Work at the City's discretion. Contractor shall advise the City of additional costs and time delays, if any, resulting from such Changes, before Contractor performs the Changes. No adjustment to the Contract Time or Contract Price will be permitted unless Contractor has advised the City of the potential impact prior to commencing work on the Change, and the City either issues a Change Order which is agreed to by the parties, or the City directs the Contractor to proceed.
- B. Contractor shall provide Construction Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Contractor without the City's prior written consent shall be at the Contractor's own risk, cost, and expense, and Contractor shall not make a claim for compensation from the City for such work.

V. INDEMNIFICATION

- A. Contractor shall indemnify and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Contractor's negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Construction Services, including performance by Contractor's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials furnished by Contractor in the course of performance of the work, except to the extent that such claims arise from materials created or supplied by the City.
- B. Contractor's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Contractor whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. INSURANCE

- A. Contractor shall secure and maintain, at its expense, through the duration of this Agreement insurance as set forth on **Exhibit "C."**

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Contractor's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Contractor.
- B. Unless otherwise stated in **Exhibit "A"**, Contractor shall be represented by a Superintendent or Foreman authorized to give and receive all instruction and notices from and to the City at all times while performing Construction Services, and shall have on site a person who is fluent in all languages necessary to communicate instructions regarding the work and information regarding medical emergencies with Contractor's employees and subcontractors.
- C. All of the Construction Services required hereunder will be performed by the Contractor or under Contractor's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- D. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement including, but not limited to, indemnification, insurance and warranties.
- E. Contractor and all subcontractors with a contract value of \$5,000 or more shall execute affidavits on the form attached as **Exhibit "D"**, attesting to their compliance with RSMo. § 285.530.5 concerning compliance with Missouri's Worker Eligibility requirements.
- F. Contractor and all subcontractors must require all on-site employees to complete the ten-hour construction training program required under Section 292.675 RSMo. unless they have previously completed the program and have documentation of having done so. Contractor shall execute the affidavit attached as **Exhibit "E"**, attesting that it has provided OSHA safety training for its on-site employees. Contractor will forfeit a penalty to the City of \$2,500 plus an additional \$100 for each employee employed by Contractor or any subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training. See Section 292.675 RSMo.
- G. No illegal drug or alcohol usage will be tolerated at the Site. All persons admitted to work on the Site will dress appropriately and avoid foul language. Music shall not be played at volume levels that would be objectionable to third-parties. Any worker found by the City to be violating these conduct requirements will be removed immediately.

VIII. WARRANTY

- A. The Contractor warrants to the City that materials and equipment furnished under the Contract will be of good quality and new unless the Scope of Work documents require or permit otherwise. The Contractor further warrants that the work will conform to the requirements of the Scope of Work documents and will be free from defects, except for those inherent in the quality of the Work the Scope of Work documents require or permit. Work, materials, or equipment not conforming to these requirements may be considered defective. The Contractor's warranty excludes remedy for damage or defect caused by abuse, alterations to the work not executed by the Contractor or its subcontractors or suppliers, improper or insufficient maintenance or improper operation. If required by the Owner, the Contractor shall furnish satisfactory evidence as to the kind and quality of materials and equipment. The Contractor's warranties required by the Agreement (express and implied) shall remain in full force and effect even if a material or equipment item is required by the Owner to be manufactured by a specific entity, and no other equivalent product manufactured by any other entity is acceptable.

- B. The Contractor's warranty in Section IX.A. shall not be construed to replace, change or otherwise limit any statutory or common law warranty rights of the Owner, or any other Contract requirements.

IX. OWNERSHIP OF WORK PRODUCT

Contractor agrees that any documents, materials and/or work products produced in whole or in part by or through it under this Agreement, any intellectual property rights of Contractor therein (collectively the "Works") are intended to be owned by the City. Accordingly, Contractor hereby assigns and agrees to assign to the City all of its right title and interest in and to such Works.

X. RELATIONSHIP OF THE PARTIES

- A. Contractor represents that it is an independent contractor and that no personnel performing any of the Construction Services shall be employees of or have any contractual relationship with the City.

XI. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Contractor shall be sent to:
 - City of Parkville
 - Attn: City Administrator
 - 8880 Clark Ave.
 - Parkville, MO 64152
- C. Notices sent by the City shall be sent to:
 - American Sweeping Inc.
 - Attn: Cris Cohen
 - 11604 Grandview Road
 - Kansas City, MO 64137

XII. CORRECTION OF WORK

The Contractor shall promptly correct work rejected by the City or failing to conform to the requirements of the Agreement, whether discovered before or after Substantial Completion and whether or not fabricated, installed or completed. Costs of correcting such rejected work, including additional testing and inspections, the cost of uncovering and replacement, and compensation for services and expenses of a designer made necessary thereby, shall be at the Contractor's expense. If the Contractor fails to correct nonconforming Work within ten (10) days after receipt of written notice from the City, the City may correct it at Contractor's expense.

XIII. TERM AND TERMINATION

- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. Notwithstanding anything to the contrary in this Agreement or exhibit, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days' written notice to the Contractor. The City shall compensate Contractor for the Construction Services that have been completed to the City's satisfaction as of the date of termination. Contractor shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.

- C. The City may terminate the Agreement for cause if the Contractor
1. refuses or fails to supply enough properly skilled workers or proper materials;
 2. fails to make payment to Subcontractors for materials, equipment, services or labor in accordance with the respective agreements between the Contractor and the Subcontractors;
 3. disregards applicable laws, statutes, ordinances, codes, rules and regulations, or lawful orders of a public authority;
 4. or its Subcontractors or Sub-subcontractors causes a work stoppage due to any strike, picket, boycott or participates in any voluntary or involuntary cessation of Work; or
 5. otherwise is guilty of substantial breach of a provision of the Agreement.

When any of the above reasons exist, the City may without prejudice to any other rights or remedies of the City and after giving the Contractor and the Contractor's surety, if any, seven (7) days' written notice, terminate the Agreement and may, subject to any prior rights of the surety, if any:

1. Exclude the Contractor from the Project site and take possession of all materials, equipment, tools, and construction equipment and machinery thereon owned by the Contractor;
2. Direct the work of subcontractors; and
3. Finish the Work by whatever reasonable method the City may deem expedient. Upon written request of the Contractor, the City shall furnish to the Contractor a detailed accounting of the costs incurred by the City in finishing the Work.

When the Owner terminates the Agreement for one of the reasons stated in Section XIV. A., the Contractor shall not be entitled to receive further payment until the Work is finished.

If the unpaid balance of the Contract Price exceeds costs of finishing the Work, including compensation for the services and expenses of a designer, and legal, consultant and testing fees made necessary thereby, and other damages incurred by the City and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor or its surety, if any, shall pay the difference to the City upon demand. The obligation for payment, if any, shall survive termination of the Agreement.

XIV. RESOLUTION OF DISPUTES

- A. Should the Contractor believe that it is entitled to any relief due to errors, omissions or defects in the Plans or Specifications, or as a result of any act or omission of an independent contractor designer in connection with the Project, the City shall cooperate with the Contractor by permitting the Contractor to pursue legal action against the designer in the name of the City at Contractor's sole risk and expense as the City would otherwise have against such designer. The City shall pay to Contractor such sums as may be recovered from the designer on behalf of Contractor. Other than this duty of cooperation and remittance, the City shall have no liability or obligation to Contractor for any act, error, omission, negligence or breach of duty by a designer.
- B. City and Contractor agree that disputes relative to the Work shall first be addressed by negotiations between the parties. Such negotiations shall take place within thirty (30) days of demand by the party seeking resolution of the dispute. If direct negotiations fail to

resolve the dispute, the party initiating the claim that is the basis for the dispute shall be free to take such steps as it deems necessary to protect its interests; provided, however, that notwithstanding any such dispute Contractor shall proceed with the Work as per the Contract Documents as if no dispute existed.

- C. In order to preserve its rights to dispute a matter hereunder, the complaining party must submit a written notice to the other party setting forth the basis for its complaint within twenty (20) calendar days following receipt of the decision of the City Public Works Director as to such matter or other action on which the dispute is based. A decision of the City Public Works Director (where appropriate) under GC-7 above; notice of dispute, and direct negotiation, shall be conditions precedent to further action.
- D. Arbitration of disputes.
 - 1. Claims, except those waived as provided for elsewhere in this Agreement, which have not been resolved by the procedures described above, shall be decided by arbitration which, unless the parties mutually agree otherwise, in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect at the time of the arbitration. The demand for arbitration shall be filed in writing with the other party to the Contract and with the American Arbitration Association.
 - 2. A demand for arbitration may be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when institution of legal or equitable proceedings based on such Claim would be barred by the applicable statute of limitations.
 - 3. An arbitration pursuant to this Section may be joined with an arbitration involving common issues of law or fact between the City or Contractor and any person or entity with whom the City or Contractor has a contractual obligation to arbitrate disputes which does not prohibit consolidation or joinder. No other arbitration arising out of or relating to the Contract shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to the Contract or not a party to an agreement with the City Contractor, except by written consent containing a specific reference to the Agreement signed by the City and Contractor and any other person or entities sought to be joined. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent or with a person or entity not named or described therein. The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by the parties to the Agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.
 - 4. Claims and Timely Assertion of Claims. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.
 - 5. Judgment on Final Award. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

XV. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Contractor shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior

written consent of the City thereto. Provided, however, that the claims for money by Contractor from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.

- C. Media Announcements. Contractor shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City
- D. Compliance with Local Laws. Contractor shall comply with all applicable laws, ordinances, and codes of the State of Missouri and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Contractor agrees as follows:
 - i. Contractor will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 - ii. Contractor will, in all solicitation or advertisements for employees placed by or on behalf of Professional, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.
 - iii. Contractor will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Contractor shall take appropriate steps to assure compliance.
- G. Interest of Contractor and Employees. Contractor covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the study area or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- H. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Contractor, and attached hereto.
- I. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.

- J. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- K. Third Parties. The Services to be performed by the Contractor are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

CITY OF PARKVILLE, MISSOURI

By: _____
Nanette K. Johnston, Mayor

ATTEST:

Melissa McChesney, City Clerk

By: _____
Gale T. Holsman, Jr., President / CEO
American Sweeping, Inc.

Exhibit A

SCOPE OF WORK AND PRICING AGREEMENT

A. Scope of Work:

Perform all street sweeping for areas as defined by City personnel to include:

1. Contractor to remove all significant debris and contaminants from all public streets and parking lots in the City with a professional grade street sweeping machine.
2. Contractor will furnish all equipment, fuel, labor and insurance to complete the services.
3. The City will provide a location to dump debris at the Public Works Street facility.

B. Compensation:

1. This is a UNIT PRICE Agreement based upon \$ 120.00 per hour, not to exceed 60 hours, without prior authorization from the City.

C. Schedule:

1. Work to proceed upon receipt by Contractor of Notice to Proceed issued by the City, and to be completed within a timeframe as directed by the Public Works Director.

CITY OF PARKVILLE
Policy Report

Date: March 10, 2016

Prepared By:
Emily Crook
Billing Clerk

Reviewed By:
Tim Blakeslee
Assistant to the City Administrator

ISSUE:

Approval of Accounts Payable Invoices, 1st of the Month Checks, Electronic Funds Transfer (EFT) Payments, Credit and Debit Card Processing Fees, and Payroll Expenditures from 02/26/2016 through 03/10/2016.

BACKGROUND:

Attached are the statements of approved payments, per the City's Purchasing Policy, for the period from February 26, 2016 through March 10, 2016. All disbursements must be reviewed and approved by the Board of Aldermen prior to the release of city funds.

BUDGET IMPACT:

Accounts Payable	\$183,298.84
Insurance Payments	\$0.00
1 st of the Month	\$2,350.00
EFT Payments	\$906.30
Processing Fees	\$398.83
Payroll	\$50,062.24
TOTAL	\$237,016.20

ALTERNATIVES:

1. Approve the release of funds.
2. Deny the release of funds and provide further direction to City Administration.
3. Deny any portion of the release of funds and provide further direction to City Administration.

STAFF RECOMMENDATION:

Staff recommends the release of funds as summarized in the attached statements.

SUGGESTED MOTION:

I move to appropriate \$237,016.20 of city funds to pay salaries and accounts.

ATTACHMENTS:

1. Accounts Payable
2. 1st of the Month
3. EFT Payments
4. Processing Fees
5. Payroll
6. Carquest Purchases
7. Lowe's Purchases
8. Price Chopper Purchases

PACKET: 05520 Federal Withholdings - 3/4/16

VENDOR SET: 01

BANK : PY Pooled Cash PY Related AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
00044	Park Bank							
	I-T1 201603034147	Federal Withholding	D	3/04/2016		7,722.63CR	000000	
	I-T3 201603034147	FICA W/H	D	3/04/2016		8,491.70CR	000000	
	I-T4 201603034147	Medicare W/H	D	3/04/2016		1,985.88CR	000000	18,200.21

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	0	0.00	0.00	0.00
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	1	0.00	18,200.21	18,200.21
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	18,200.21	18,200.21

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 05514 Regular Payments-02-26-2016

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02248	Hi-Gene's Janitorial Service I-47782	Janitorial Service-AD	R	3/01/2016		757.50CR	035008	757.50

* * T O T A L S * *

	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	757.50	757.50
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	757.50	757.50

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

2/29/2016 10:06 AM

A / P CHECK REGISTER

PAGE: 1

PACKET: 05516 Regular Payments-02-29-2016
VENDOR SET: 01
BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01999	Absolute Comfort Technologies, Inc. I-IN2961-10635	S National LS Repair-SW	R	3/01/2016		665.59CR	035009	665.59

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	1	0.00	665.59	665.59
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	1	0.00	665.59	665.59

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

PACKET: 05523 Regular Payments

VENDOR SET: 01

BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01614	KCPL							
	I-Due 03-16-2016	Energy	D	3/16/2016		418.14CR	000000	
	I-Due 03-17-2016	Energy	D	3/16/2016		25,682.94CR	000000	26,101.08
01850	Fleet Services - General Account							
	I-Feb Stmt	Gas	D	3/16/2016		659.30CR	000000	659.30
02057	Lowe's Accounts Receivable							
	I-Mar Stmt 2016	Mar Stmt 2016	D	3/16/2016		305.16CR	000000	305.16
00002	A & M Printing							
	I-32341	File Jackets-CT	R	3/16/2016		899.30CR	035010	
	I-57174	Document Scan-CD	R	3/16/2016		2.00CR	035010	901.30
02018	Ace ImageWear							
	I-0501877	Shop Rags, Towels, Soap-ST	R	3/16/2016		61.38CR	035011	61.38
00934	Allen's Water Service							
	I-33	Water-ST	R	3/16/2016		200.00CR	035012	200.00
00593	Alliance Water Resources,							
	I-6818	03/2016 Contract Operations-SW	R	3/16/2016		24,291.92CR	035013	24,291.92
01766	American Waste Systems, Inc.							
	I-63100170	Portable Toilets-NS	R	3/16/2016		95.00CR	035014	95.00
02415	Animal Control Training Services							
	I-2016-0067	Police Training-81	R	3/16/2016		125.00CR	035015	
	I-2016-0069	Police Training-PD	R	3/16/2016		75.00CR	035015	200.00
02227	BagSpot Pet Waste Solutions							
	I-2188	Dog Waste Bags-PK	R	3/16/2016		214.18CR	035016	214.18
01465	Best Batteries							
	I-5974575	Exit Sign Batteries-AD	R	3/16/2016		118.26CR	035017	118.26
00012	Carquest Auto Parts Store							
	I-Feb 2016 Stmt	Feb 2016 Stmt	R	3/16/2016		211.00CR	035018	211.00
00258	Carter Waters Constructio							
	I-13006596-1	Alphalt for Street Patching-TP	R	3/16/2016		77.00CR	035019	77.00

PACKET: 05523 Regular Payments
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01081	Consolidated Public Water Supply District #1 I-Due 03/15/2016	Water-SW	R	3/16/2016		406.50CR	035020	406.50
00156	Dave's Foreign Car Repair LLC I-133,738	V601 Oil Change-PD	R	3/16/2016		35.00CR	035021	
	I-5574359-2	Southeast Heater Repair-AD	R	3/16/2016		731.67CR	035021	766.67
00036	Deffenbaugh Industries I-0412348-4858-2	WWTP Trash Service-SW	R	3/16/2016		29.71CR	035022	29.71
01762	Eagle Elevator Corp. I-0316072	Quarterly Maintenace-AD	R	3/16/2016		110.00CR	035023	110.00
01849	Fleet Services - Police I-44230653	Vehicle Gas & Oil-PD	R	3/16/2016		1,220.69CR	035024	1,220.69
01181	Four Star Electric I-29572	Pedestal Repair-PK	R	3/16/2016		351.76CR	035025	351.76
00269	General Code I-C0020808	2016 Maintenance Agreement-IT	R	3/16/2016		695.00CR	035026	695.00
00725	Good Times Carstar I-RO#021031	Vehicle Repair (V605)	R	3/16/2016		187.50CR	035027	187.50
02407	Gunter Construction Company I-Pay App #2	Route 9 Pay App #2-95	R	3/16/2016		74,415.10CR	035028	74,415.10
00055	H&H Septic Service, Inc. I-37353	Line Repairs-SW	R	3/16/2016		2,325.00CR	035029	
	I-37829	Line Repairs-SW	R	3/16/2016		1,110.00CR	035029	
	I-37907	Line Repairs-SW	R	3/16/2016		375.00CR	035029	
	I-37911	Line Repairs-SW	R	3/16/2016		1,525.00CR	035029	5,335.00
02253	InfoDeli I-ParkvilleMo.go-022	DNS Record Changes-IT	R	3/16/2016		25.00CR	035030	
	I-ParkvilleMo.go-023	DNS Record Changes-IT	R	3/16/2016		75.00CR	035030	100.00
00307	Justrite Rubber Stamp Co I-44966	Office Supplies	R	3/16/2016		272.00CR	035031	272.00
02416	Kansas City Women's Chamber of Commerce I-1169853	Johnston New Member App-AD	R	3/16/2016		280.00CR	035032	280.00

PACKET: 05523 Regular Payments
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
01888	Kevin Chrisman							
	I-Exp Rpt 03/04/2016	Exp Rpt 03/04/2016-PD	R	3/16/2016		28.75CR	035033	28.75
01235	Landmark Newspaper, The							
	I-23377	B2A16-03 Public Notice-CD	R	3/16/2016		54.13CR	035034	54.13
00232	Martin Marietta							
	I-17048177	Headquarters Building-PK	R	3/16/2016		254.76CR	035035	254.76
00084	McConnell & Associates Co							
	I-38173	Trash Barrels-PK	R	3/16/2016		360.00CR	035036	360.00
00942	McKeever's Price Chopper							
	I-Mar 2016 Stmt	Mar 2016 Stmt	R	3/16/2016		187.65CR	035037	187.65
00159	Missouri American Water							
	I-Due 03-24-2016	Water-AD	R	3/16/2016		150.43CR	035038	
	I-Due 03/10/2016	Water	R	3/16/2016		352.20CR	035038	
	I-Due 03/11/2016	Water	R	3/16/2016		193.53CR	035038	696.16
00723	Missouri One Call System							
	I-6020244	Locate Fees-SW	R	3/16/2016		232.70CR	035039	232.70
01163	North Hills Engineering, Inc							
	I-1602	02/2016 Engineering On-call-SW	R	3/16/2016		5,475.00CR	035040	5,475.00
02357	Occupational Medicine	Mosaic Life Care						
	I-21257	Pre-Employment Drug Screens	R	3/16/2016		72.00CR	035041	72.00
02417	Platte City Service Center							
	I-108507	Tires and Alignment-TP	R	3/16/2016		454.58CR	035042	
	I-108511	Tires and Alignment-TP	R	3/16/2016		226.02CR	035042	680.60
01701	Platte County Citizen							
	I-2/26	Job Ads-PK	R	3/16/2016		57.20CR	035043	57.20
00107	Platte Rental & Supply							
	I-24757	Grigsby Field Netting-PK	R	3/16/2016		440.00CR	035044	440.00
00722	Praxair Distribution							
	I-76763375	Two Bottles Oxygen & Soap-ST	R	3/16/2016		57.54CR	035045	57.54

PACKET: 05523 Regular Payments
 VENDOR SET: 01
 BANK : AP Pooled Cash Regular AP

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
02035	ProPrint, Inc. I-134416	Golf Cart Stickers 2018-AD	R	3/16/2016		37.50CR	035046	37.50
00338	R H Fastener Supply, Inc. I-307510-0001	Zipties-PK	R	3/16/2016		186.44CR	035047	186.44
02317	UMB Bank, N.A. I-143806	HSA Fees	R	3/16/2016		20.00CR	035048	20.00
01083	UMB Bank, N.A. I-03/25/2016	2004C Bond Payment	R	3/16/2016		14,745.37CR	035049	14,745.37
02409	UniFirst Corporation I-226-0427095	Floor Mats-AD	R	3/16/2016		54.40CR	035050	54.40
00314	Pitney Bowes-Purchase Power I-Dec 2015 Stmt	Dec 2015 Stmt	D	3/17/2016		400.00CR	000000	400.00
01614	KCPL I-Due 03-10-2016	Energy	D	3/17/2016		2,029.73CR	000000	2,029.73

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	41	0.00	134,180.17	134,180.17
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	5	0.00	29,495.27	29,495.27
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	46	0.00	163,675.44	163,675.44

3/10/2016 11:30 AM
 PACKET: 05527 Apr 2016 1st of the Month
 VENDOR SET: 01 City Vendors
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-00519		Friends of Parkville Animal Sh					
I-Apr 2016-Animal Co		Animal Control-AD	500.00				
4/01/2016	AP	DUE: 4/01/2016 DISC: 4/01/2016		1099: N			
		** INVALID POSTING DATE **					
		Animal Control-AD		10 501.07-99-00	FOPAS - Animal Control		500.00
		** INVALID POSTING DATE **					
		** INVALID POSTING DATE **					
		=== VENDOR TOTALS ===	500.00				
=====							
01-00577		Sarah E Recker, Law Offic					
I-Apr 2016-Pub Defen		Public Defender	600.00				
4/01/2016	AP	DUE: 4/01/2016 DISC: 4/01/2016		1099: N			
		** INVALID POSTING DATE **					
		Public Defender		10 510.01-51-02	Public Defender		600.00
		** INVALID POSTING DATE **					
		** INVALID POSTING DATE **					
		=== VENDOR TOTALS ===	600.00				
=====							
01-01407		Witt, Hicklin & Snider PC					
I-Apr 2016-Prosecuto		City Procescutor-CT	1,250.00				
4/01/2016	AP	DUE: 4/01/2016 DISC: 4/01/2016		1099: N			
		** INVALID POSTING DATE **					
		City Procescutor-CT		10 510.01-51-00	Prosecutor/Assistant		1,250.00
		** INVALID POSTING DATE **					
		** INVALID POSTING DATE **					
		=== VENDOR TOTALS ===	1,250.00				
		=== PACKET TOTALS ===	2,350.00				

PACKET: 05526 1st of the month EFT

VENDOR SET: 01 City Vendors

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	ITM DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	--ACCOUNT NAME--	DISTRIBUTION
01-02201	ICMA Retirement Coproration						
I-Apr2016-Retiremen	4/01/2016	AP	Lauren Palmer Retirement DUE: 4/01/2016 DISC: 4/01/2016 * WARNING - ITEM IN CLOSED YEAR * Lauren Palmer Retirement * WARNING - ITEM IN CLOSED YEAR * * WARNING - ITEM IN CLOSED YEAR *	554.00	1099: N 10 501.01-22-00	Retirement	554.00
I-ICM201602184142	2/19/2016	AP	457 DEF COMP DUE: 2/19/2016 DISC: 2/19/2016 457 DEF COMP	166.15	1099: N 10 501.01-22-00	Retirement	166.15
I-ICM201603034147	3/04/2016	AP	457 DEF COMP DUE: 3/04/2016 DISC: 3/04/2016 457 DEF COMP	166.15	1099: N 10 501.01-22-00	Retirement	166.15
=== VENDOR TOTALS ===				886.30			
01-02396	Melissa McChesney*						
I-Apr2016-Allowance	4/01/2016	AP	Cell Phone Allowance DUE: 4/01/2016 DISC: 4/01/2016 * WARNING - ITEM IN CLOSED YEAR * Cell Phone Allowance * WARNING - ITEM IN CLOSED YEAR * * WARNING - ITEM IN CLOSED YEAR *	10.00	1099: N 10 501.03-05-00	Mobile Phones &	10.00
=== VENDOR TOTALS ===				10.00			
01-01729	Toni Rizutti*						
I-Apr2016-Reimburse	4/01/2016	AP	Cell Phone Reimbursement DUE: 4/01/2016 DISC: 4/01/2016 * WARNING - ITEM IN CLOSED YEAR * Cell Phone Reimbursement * WARNING - ITEM IN CLOSED YEAR * * WARNING - ITEM IN CLOSED YEAR *	10.00	1099: N 10 510.03-05-00	Mobile Phone &	10.00
=== VENDOR TOTALS ===				10.00			
=== PACKET TOTALS ===				906.30			

3/10/2016 11:08 AM
 PACKET: 05526 1st of the month EFT
 VENDOR SET: 01 City Vendors
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Direct Item EFT Register

** T O T A L S **

INVOICE TOTALS 906.30
 DEBIT MEMO TOTALS 0.00
 CREDIT MEMO TOTALS 0.00

BATCH TOTALS 906.30

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====		=====GROUP BUDGET=====	
					ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG	ANNUAL BUDGET	BUDGET OVER AVAILABLE BUDG
2015	01	-19101	Due From General Fund	574.00 *				
	10	-22001	AP Pending (Due to Poole	574.00-*				
	10	-501.01-22-00	Retirement	554.00	23,300	463.48	23,300	463.48
	10	-501.03-05-00	Mobile Phones & Pagers	10.00	120	0.00	120	0.00
	10	-510.03-05-00	Mobile Phone & Pagers	10.00	120	10.00- Y	120	10.00- Y
			** 2015 YEAR TOTALS	574.00				
2016	01	-19101	Due From General Fund	332.30 *				
	10	-22001	AP Pending (Due to Poole	332.30-*				
	10	-501.01-22-00	Retirement	332.30	25,820	20,862.90	25,820	20,862.90
			** 2016 YEAR TOTALS	332.30				

0000 ERRORS 0009 WARNINGS

** END OF REPORT **

Accounts:	1	Sewer	Total
Monthly Fees:	\$126.61	\$272.22	\$398.83
\$ Collected on CC:	\$2,196.35	\$10,576.62	\$12,772.97

EMP #	NAME	AMOUNT
01-0009	Sportsman, Marc	191.81
01-0025	Driver, Diane M	191.81
01-0026	Werner, James S	191.81
01-0030	Plumb, Greg	191.81
01-0032	Wylie, Doug P	191.81
01-0103	Berg, Stephen D	857.52
01-0128	Chapman, Matthew	1,611.31
01-0134	Palmer, Lauren E	2,516.06
01-0135	McChesney, Melissa D	1,354.95
01-0137	Blakeslee, Timothy J	1,100.00
01-0138	Hauth, Mary Ann	468.73
01-0140	Rittman, David H	191.81
01-0141	Jones, David J	191.81
01-0142	Coleman, Sharon	226.33
01-0505	Jordan, Jon D	1,557.50
01-0530	Stone, Jr, Randall E	1,285.24
01-0533	Shadid, Laura L	1,241.73
01-0534	Spring, Aaron J	1,124.49
01-0540	Liberty, Lucina B	1,041.38
01-0544	Tomlin, William H	1,321.82
01-0553	Chrisman, Kevin L	2,177.60
01-0560	Hubbell, Craig A	1,419.92
01-0561	Gee, Jeremy S	1,322.10
01-0570	Cassell, Benjamin S	1,026.40
01-0571	Pence, Nicholas E	1,101.79
01-0573	Sollars, Eric S	1,109.79
01-0574	Burch, Travis	1,044.96
01-0575	Fetters, Justin	1,083.46
01-0576	Rich, Alexander M	1,075.83
01-0577	Heckadon, Robert M	1,217.54
01-0131	Humiston, Kevin D	670.02
01-1020	Eckerle, Linda K	529.47
01-1021	Rizzuti, Toni A	844.70
01-1506	Abel, Alysen M	2,244.61
01-1508	Blair, Kevin	972.14
01-0132	Yulich, Kelly J	854.83
01-1802	Garratana, Paul W	1,532.97
01-1806	Gault, Edwin R	1,222.20
01-1811	Crook, Emily M	771.90
01-1813	Lachky, Stephen T	1,912.12
01-2001	Schank, Alan Lee	1,773.07
01-2002	White, Robert Charles	1,034.66
01-2004	Johnson, Shan E	976.15
01-2006	Lovell, Samuel E	1,044.87
01-2516	Whitby, Curtis L	699.66
01-2524	Pils, Eric	827.98
01-2500	Barnard, Thomas A	1,320.02
01-2518	Phelan, Travis T	829.58
01-0143	Frazier, Wayne	372.17

TOTAL PRINTED: 49

50,062.24

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A/P HISTORY CHECK REPORT

VENDOR SET: 01 City of Parkville
BANK: AP Pooled Cash Regular AP
DATE RANGE: 3/04/2016 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00012	Carquest Auto Parts Store							
	I-Feb 2016 Stmt							
	Feb 2016 Stmt	R	3/16/2016			035018		
40	520.07-33-00		Street Repair Materials	4 Bags Dry Oil-ST	35.32			
40	520.06-22-00		Vehicle & Equipment	Gas & Oil Oil and Filters-TP	80.02			
40	520.06-22-00		Vehicle & Equipment	Gas & Oil 10 Gal Hydraulic Flu	95.66			211.00

** T O T A L S **

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	211.00	0.00	211.00
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS	0.00	
		VOID CREDITS	0.00	0.00

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
40 520.06-22-00	Vehicle & Equipment Gas & Oil	175.68
40 520.07-33-00	Street Repair Materials	35.32
	*** FUND TOTAL ***	211.00

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	211.00	0.00	211.00
BANK: AP	TOTALS:		1	211.00	0.00	211.00
REPORT TOTALS:			1	211.00	0.00	211.00

VENDOR SET: 01 City of Parkville
 BANK: AP Pooled Cash Regular AP
 DATE RANGE: 3/04/2016 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
02057	Lowe's Accounts Receivable							
	I-Mar Stmt 2016							
	Mar Stmt 2016	D	3/16/2016			000000		
10	525.06-21-01			Equipment Repair & Maintenance				125.25
40	520.07-33-00			Street Repair Materials				53.12
10	525.05-21-00			Equipment & Handtools				126.79
				Picnic Table Repair-				
				Asphalt for Potholes				
				Tools and Lumber-PK				
								305.16

* * T O T A L S * *		NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:		0	0.00	0.00	0.00
HAND CHECKS:		0	0.00	0.00	0.00
DRAFTS:		1	305.16	0.00	305.16
EFT:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
VOID CHECKS:		0	0.00	0.00	0.00
	VOID DEBITS		0.00		
	VOID CREDITS		0.00	0.00	

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
10 525.05-21-00	Equipment & Handtools	126.79
10 525.06-21-01	Equipment Repair & Maintenance	125.25
	*** FUND TOTAL ***	252.04
40 520.07-33-00	Street Repair Materials	53.12
	*** FUND TOTAL ***	53.12

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	305.16	0.00	305.16
BANK: AP	TOTALS:		1	305.16	0.00	305.16
REPORT TOTALS:			1	305.16	0.00	305.16

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A/P HISTORY CHECK REPORT

VENDOR SET: 01 City of Parkville
BANK: AP Pooled Cash Regular AP
DATE RANGE: 3/04/2016 THRU 99/99/9999

VENDOR I.D.	NAME	STATUS	CHECK DATE	AMOUNT	DISCOUNT	CHECK NO	CHECK STATUS	CHECK AMOUNT
00942	McKeeever's Price Chopper							
	I-Mar 2016 Stmt					035037		
	Mar 2016 Stmt	R	3/16/2016					
10	505.05-01-00	Office Supplies & Consumables	Consumables-PD	72.83				
10	501.09-21-00	Misc-Other	Reception for Lachky	89.01				
10	520.05-21-00	Handtools	Ice & Cups for MO-Ka	4.87				
10	525.05-01-00	Office Supplies & Consumables	Coffee-PK	3.99				
10	501.09-21-00	Misc-Other	Food/drinks Staff Re	16.95				187.65

* * T O T A L S * *

	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
REGULAR CHECKS:	1	187.65	0.00	187.65
HAND CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
EFT:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
VOID CHECKS:	0	VOID DEBITS 0.00		
		VOID CREDITS 0.00	0.00	0.00

TOTAL ERRORS: 0

** G/L ACCOUNT TOTALS **

G/L ACCOUNT	NAME	AMOUNT
10 501.09-21-00	Misc-Other	105.96
10 505.05-01-00	Office Supplies & Consumables	72.83
10 520.05-21-00	Handtools	4.87
10 525.05-01-00	Office Supplies & Consumables	3.99
	*** FUND TOTAL ***	187.65

VENDOR SET: 01	BANK: AP	TOTALS:	NO	INVOICE AMOUNT	DISCOUNTS	CHECK AMOUNT
			1	187.65	0.00	187.65
BANK: AP	TOTALS:		1	187.65	0.00	187.65
REPORT TOTALS:			1	187.65	0.00	187.65

CITY OF PARKVILLE

Policy Report

Date: March 1, 2016

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:
Receive and file the 2015 Annual Report.

BACKGROUND:

Section 112.070.F. of the Parkville Municipal Codes states that, “the City Administrator shall prepare and present to the Mayor and Board of Aldermen an annual report of the City’s affairs, including in such report a summary of reports of department heads and other such reports as the Mayor and Board of Aldermen may require.”

The 2015 Annual Report includes a summary of major accomplishments and statistics by department to help illustrate how staff time and taxpayer resources were spent over the calendar year. The report also includes a financial summary of revenues and expenses categorized by major governmental funds. The report is indicative of the great work of City staff, community volunteers, and elected officials who accomplished a number of important projects over the past year. Special thanks to Tim Blakeslee for leading the staff in the preparation of this year’s report. The report will be available on the City’s website for public review and will be advertised through social media, mailchimp, and the citizen newsletter.

BUDGET IMPACT:

There is no budget impact associated with this item.

ALTERNATIVES:

1. Receive and file the 2015 Annual Report.
2. Provide alternative direction to city staff.
3. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen take action to officially acknowledge receipt of the 2015 Annual Report.

SUGGESTED MOTION:

I move to receive and file the 2015 Annual Report.

ATTACHMENT:

1. 2015 Annual Report (<http://parkvillemo.gov/download/2015AnnualReport.pdf>)
-

CITY OF PARKVILLE

Policy Report

DATE: Thursday, March 3, 2016

PREPARED BY:
Stephen Lachky
Community Development Director

REVIEWED BY:
Lauren Palmer
City Administrator

ISSUE:

Approve a Resolution of Support for an Application for the Mid-America Regional Council's (MARC) 2016 Call for Projects for Federal Fiscal Year (FFY) 2019-2020 federal-aid transportation funding.

BACKGROUND:

On January 5, 2016, a consultant team from CFS Engineers and MCD Associates presented the final report for the *Route 9 Corridor Study* to the Board of Aldermen. The study was part of MARC's Planning Sustainable Places (PSP) Program which provides funding to communities for plans that advance project-specific activities at a center or along a transportation corridor. The *Route 9 Corridor Study* built off previous community planning efforts — including the *Livable Communities Study (2013)* and *Vision Downtown Parkville (2014)* — and generated preliminary engineering designs for multimodal improvements at twelve project segments along Route 9 from Route 45 to Mattox Road in Riverside. Major improvements listed in the *Route 9 Corridor Study* include:

- Where possible, a 3-lane section should be implemented with a 5-foot sidewalk (west side) and a 10-foot multi-use path (east side). Two lanes are proposed for segments that are constrained by topography or require fewer movements.
- Curbs, drains, bioswales and other stormwater infrastructure are recommended to eliminate runoff issues.
- Install a new traffic signal at Clark Avenue and include a street stub for a possible future connection to the east.
- Improve access control between Clark Avenue and Lakeview Drive in a manner that preserves existing driveways and maintains the function of adjacent properties.
- In the short-term, utilize re-striping and curbs to improve the visibility of the intersection with Main Street. For the future, consider reconfiguring Main Street to extend north and connect to Lakeview Drive.
- Rebuild the existing retaining wall at 12th Street to improve visibility.
- Improve the East Street corridor with a new signal at 1st Street; turn lanes at 2nd, 5th, and 6th Streets; new sidewalk and multi-use path; and re-open the White Aloe Creek Trail on the Park University campus. Improve pedestrian connectivity from Route 9 to the riverfront trail network through the signalized intersection at 1st Street and downtown.
- Install turn lanes at Coffey Road.
- Install a new traffic signal at Mattox Road (Riverside segment).

Following the presentation and questions to the consultant team, the Board of Aldermen, on a vote of 6-0, adopted the study and directed staff to submit an application(s) to MARC for the 2016 Call for Projects round. The recommendation of the consultant team that was discussed at the January 5 meeting was to submit two grant applications as follows: (1) Grouping project priorities #1 and #2 (62nd St. to Lakeview Dr.) and (2) grouping project priorities #4 and #5 (7th St. to 2nd St.). On February 2, 2016, the Board of Aldermen held a closed executive work session to discuss matters of attorney-client privilege related to the creation of a Community

Improvement District (CID) along the Route 9 corridor. One proposed objective of the CID is to create a funding mechanism to generate local match dollars to support one or more grant applications to MARC. Based on the feedback from the Board of Aldermen during the work session, staff internally convened and discussed project segments identified by the *Route 9 Corridor Study*, scenarios for implementing the project segments over the 25-year project timeline, and potential applications that could be submitted to MARC for the 2016 Call for Projects round.

Staff considered the project prioritization matrix tool; recommendations made by the Route 9 Steering Committee, consultant team, and Board of Aldermen; and availability of local match funding to develop project application scenarios that could be submitted for MARC's 2016 Call for Projects. On March 1, 2016, staff presented to the Board of Aldermen seven (7) project application scenarios for consideration. After discussion, the Board moved to postpone the item to the next Board meeting. The Board also directed staff to research additional scenarios where Scenario #4 (Closest in Proximity to Route 45 [Reduced Scope]) is combined with Scenario #2 (Highest Priority [Reduced Scope]). A summary of the scenarios are included as Attachment 3 and will be reviewed in more detail at the Board of Aldermen meeting on March 15.

Additionally, since the March 1, 2016 meeting of the Board of Aldermen, staff contacted Kansas City Power & Light (KCP&L) to confirm a partnership between the City and KCP&L could happen in the future for the installation of pedestrian-level street lighting along the Route 9 Corridor. KCP&L responded they would continue to offer that partnership.

BUDGET IMPACT:

Staff's recommendation is to submit an application for Scenario 1. Federal-aid transportation funding awarded through MARC is limited to a maximum of 80 percent federal share with a required local match of at least 20 percent. Additionally, MARC will collect a project fee equivalent to 0.5 percent of any federal funds awarded. Funds awarded are typically administered by MoDOT through Local Public Agency program procedures. These funding programs are reimbursable programs and progress payments are allowed. Awarded funding is either allocated for FFY 2019 (October 1, 2018-September 20, 2019) or FFY 2020 (October 2019-September 20, 2020). A one-time, one-year extension for projects is allowed.

The estimated cost of completing Scenario 1 is \$768,315.91. The City of Parkville would request \$615,652.73 in federal funding. If awarded funding, the City would be required to contribute \$153,663.18 in local match as well as \$3,073.26 for the MARC project fee; this amounts to a total commitment of \$156,736.45.

The City would be invoiced \$3,073.26 for the MARC project fee in 2017. The City could budget funds in 2017 from its General Fund and/or Transportation Fund CIP to pay for this cost. The City plans on using revenues from the future 9 Highway CID to support the local match contribution of \$153,663.18 which would need to be obligated in either FFY 2019 or FFY 2020. Based on projections in the *Route 9 Corridor Study*, staff is optimistic that the full local match can be generated through the CID by FFY 2020. However, General Fund and/or Transportation Fund dollars could be programmed in future years of the CIP to supplement any gap. Once the Board approves a project application, staff plans on approaching Platte County to request funding specifically to support the 10-ft. multi-use trail connection to the Southern Platte Pass Trail. Any contribution from the County could offset the City's local match obligation.

ALTERNATIVES:

1. Approve Resolution No. 16-004 in support of Scenario 1 (Segment #1 – Closest in Proximity to Route 45).
-

2. Approve Resolution No. 16-004 in support of Scenario 2 (Segment #2 – Highest Priority).
3. Approve Resolution No. 16-004 in support of Scenario 3 (Segments #1 and #2).
4. Approve Resolution No. 16-004 in support of Scenario 4 (Segments #1 and #2 – Up to Clark Ave with Traffic Signal).
5. Approve Resolution No. 16-004 in support of Scenario 5 (Segments #1 and #2 – Up to Clark Ave without Traffic Signal).
6. Do not submit an application to MARC for the 2016 Call for Projects.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen approve a Resolution of Support for Scenario 1 (Segment #1 – Closest in Proximity to Route 45). Staff prefers this scenario because it's one of the highest prioritized segments in the *Route 9 Corridor Study*, it will score well against MARC's criteria compared to other segments along the corridor, and the scope includes several important items including stormwater infrastructure improvements and a multi-use trail connected to the existing multi-use trail along Hwy 45. Additionally, local match funding to support the project can be better leveraged from the future 9 Highway CID and Platte County compared to other segments along the corridor. Lastly, this segment is a logical starting point for improvements along the corridor and begins the connection from Route 45 south along Route 9. MoDOT voiced support for this option in conversations with staff.

POLICY:

If the grant is awarded, acceptance will bind the City for future local match funds. Therefore, authorization is required by the Board of Aldermen to support the project application.

SUGGESTED MOTION:

I move to approve Resolution No. 16-004 supporting the Route 9 Corridor Improvements from Route 45 to 62nd Street, as described in Scenario 1 in the staff report, for the MARC 2016 Call for Projects for federal transportation funding.

ATTACHMENTS:

1. Resolution No. 16-004
2. Project Prioritization Matrix
3. Project Application Scenarios
4. MARC Call for Projects for FFYs 2019-2020
5. MARC 2014 Missouri STP Programming

By Reference

6. Route 9 Corridor Study Report – Available online at <http://www.parkvillemo.gov/route-9-corridor-study/> or on loan from the City Clerk's Office.



**CITY OF PARKVILLE, MO.
RESOLUTION No. 16-004**

A RESOLUTION APPROVING AND ENDORSING AN APPLICATION TO THE MID-AMERICA REGIONAL COUNCIL FOR SUBALLOCATED FEDERAL HIGHWAY ADMINISTRATION FUNDS THROUGH THE 2016 CALL FOR PROJECTS

WHEREAS, the City of Parkville deems it a high priority to improve quality of life for all citizens through its street and transportation system; and

WHEREAS, the Route 9 Corridor Study identifies important transportation concerns of area residents, specifically the need for Complete Street improvements along Hwy 9 to improve safety, mobility, stormwater management and multimodal accessibility; and

WHEREAS, the Route 9 Corridor Study builds off several previous planning studies and public engagement efforts including the Parkville Master Plan, Livable Communities Study, and Vision Downtown Parkville.

WHEREAS, the Mid-America Regional Council (MARC), in its role as Metropolitan Transportation Organization (MPO) for Greater Kansas City is soliciting 2016 Call for Projects proposals for Federal Fiscal Years (FFY) 2019-2020 for three Federal Highway Administration funding programs; and

WHEREAS, the Board of Aldermen adopted the Route 9 Corridor Study on January 5, 2016, and directed staff to submit grant application(s) to MARC for the 2016 Call for Projects for federal transportation funding.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen approves and endorses an application for the MARC 2016 Call for Projects to help fund transportation improvements along the Route 9 corridor from Route 45 to 62nd Street in Parkville.

BE IT FURTHER RESOLVED that the Board of Aldermen directs City Administration to complete and submit the required application documents.

IN TESTIMONY WHEREOF, I have hereunto set my hand, in the City of Parkville this 15th day of March 2016.

Mayor Nanette K. Johnston

ATTESTED:

City Clerk Melissa McChesney

Note: Since the March 1, 2016 Board of Aldermen meeting, staff have received updated estimated costs from the project consultant team. This includes optional mill & overlay improvements which may be completed as part of the Missouri Department of Transportation's (MoDOT) regular highway maintenance program. These updated costs are reflected in the Project Prioritization Matrix table below.

Project Prioritization Matrix			
Ranking #	Segment #	Segment Description	Estimated Cost¹
1	2	62 nd St. to PAC	\$803,659.44
2	3	PAC to Lakeview Dr.	\$1,995,055.28
3	1	Route 45 to 62 nd St.	\$829,070.31
4	8	5 th St. to 2 nd St.	\$259,748.83
5	7	7 th St. to 5 th St.	\$920,408.00
6	9	2 nd St. to White Alloe Creek	\$787,484.08
7	12	Coffey Rd. to Mattox Rd. ²	\$2,157,897.98
8	10	White Alloe Creek to Park University Entrance Dr.	\$648,252.97
9	11	Park University Entrance Dr. to Coffey Rd.	\$1,784,942.94
10	5	13 th St. to 12 th St.	\$1,264,384.35
11	4	Lakeview Dr. to 13 th St.	\$2,215,867.36
12	6	12 th St. to 7 th St.	\$934,767.74
Total			\$14,601,539.28

¹These costs include a 15% cushion for engineering design and inspection costs, as well as a 30% cushion to account for additional engineering, construction and other contingency costs if needed.

²Estimated costs for Segment 12A: Mattox Road Intersection Only is \$400,000. The City of Riverside, Mo. plans to submit an application for this intersection to MARC for the 2016 Call for Projects.

PROJECT PRIORITIZATION

Throughout the process of completing the Route 9 Corridor Study, it was critical that one of the most important outcomes needed to be a project prioritization matrix that would provide specific direction for community decision makers as to what order projects should move forward towards construction. Several categories of criteria were included within this matrix, which were developed over the multiple months of work with the Steering Committee and City leaders. Criteria included within the matrix includes: traffic benefit, multimodal benefit, economic benefit, public meeting priority, construction costs, ease of constructability, MARC scoring, low controversy, and requiring other segments to be built first. The scoring system applies a value of 0, 0.5, or 1 to each of the resultant categories which is multiplied by the weighted factor. Also of importance to have in the matrix is the scoring of every project segment using the Mid-America Regional Council Surface Transportation Program (STP) project scoring criteria. This MARC scoring is a significant category particularly if the City decides to submit Route 9 projects for federal funding. As one can see in the Prioritization Matrix, all of the Route 9 projects score very well within the MARC system, therefore the projects should receive strong consideration if submitted for funding.



Benefits in Addition to Safety

Project Segment	Traffic Benefit	Multimodal Benefit	Economic Benefit	Public Meeting Priority	Score (/50)	Rank
Route 45 to 62nd Street	Good	Best	Med	1	27.5	5
62nd St. to PAC	Better	Best	Med	2	33.75	2
PAC to Lakeview	Best	Best	High	4	50	1
Lakeview Dr to 13th St	Better	Best	Low	5	21.25	8
13th Street to 12th St	Better	Best	Low	8	21.25	8
12th St to 7th St	Good	Better	Low	9	6.25	12
7th St 5th St	Better	Good	High	11	26.25	6
5th St to 2nd St	Good	Good	High	6	22.5	7
2nd St to White Alloe Creek	Best	Good	High	9	32.5	4
White Alloe Creek to Park University Entrance Drive	Better	Better	Low	11	12.5	11
Park University Entrance Dr to Coffey Road	Best	Better	Low	6	21.25	8
Coffey Rd to Mattox Rd	Best	Better	Med	3	33.75	2

Weighted Feasibility



Feasibility

Project Segment	Cost	Ease of Constructability	M&R Scoring	Low Controversy	Require Other Segment	Score (/50)
Route 45 to 62nd Street	\$750,354	Easy	Best	Y	N	40.0
62nd St. to PAC	\$550,077	Easy	Best	N	N	45.0
PAC to Lakeview	\$1,518,451	Hard	Best	Y	N	20.0
Lakeview Dr to 13th St	\$2,031,710	Easy	Good	Y	Y	15.0
13th Street to 12th St	\$908,953	Hard	Good	Y	N	20.0
12th St to 7th St	\$785,360	Easy	Good	Y	Y	25.0
7th St 5th St	\$603,512	Easy	Better	Y	N	35.0
5th St to 2nd St	\$198,543	Easy	Better	N	N	40.0
2nd St to White Alloe Creek	\$537,729	Hard	Better	N	Y	25.0
White Alloe Creek to Park University Entrance Drive	\$414,886	Hard	Better	Y	Y	30.0
Park University Entrance Dr to Coffey Road	\$1,560,161	Hard	Good	Y	N	20.0
Coffey Rd to Mattox Rd	\$1,554,555	Hard	Good	Y	N	20.0

Benefits Ranking

1	PAC to Lakeview Dr	62nd to PAC
2	62nd St to PAC	PAC to Lakeview Dr
3	Coffey Rd to Mattox Rd	Route 45 to 62nd
4	2nd St to White Alloe Creek	5th St to 2nd St
5	Route 45 to 62nd St	7th St to 5th St
6	7th St to 5th St	2nd St to White Alloe Creek
7	5th St to 2nd St	Coffey Rd to Mattox Rd
8	13th St to 12th St	White Alloe Creek to Park University Entrance Drive
8	12th St to 7th St	Park University Entrance Dr to Coffey Rd
8	Park University Entrance Dr to Coffey Rd	13th St to 12 St
11	White Alloe Creek to Park University Entrance Dr	Lakeview Dr to 13th St
12	12th St to 7th St	12th St to 7th St

Feasibility Ranking

1	62nd St to PAC
2	Route 45 to 62nd St
3	5th St to 2nd St
4	7th St to 5th St
5	White Alloe Creek to Park University Entrance Dr
6	2nd St to White Alloe Creek
7	12th St to 7th St
8	PAC to Lakeview Dr
8	13th St to 12th St
8	Park University Entrance Dr to Coffey Rd
8	Coffey Rd to Mattox Rd
12	Lakeview Dr to 13th St

Overall Ranking

1	62nd St to PAC
2	PAC to Lakeview Dr
3	Route 45 to 62nd St
4	5th St to 2nd St
5	7th St to 5th St
6	2nd St to White Alloe Creek
7	Coffey Rd to Mattox Rd
8	White Alloe Creek to Park University Entrance Dr
9	Park University Entrance Dr to Coffey Rd
10	13th St to 12th St
11	Lakeview Dr to 13th St
12	12th St to 7th St

Note: Project application scenarios do NOT include optional mill & overlay improvements since they are a part of the Missouri Department of Transportation's (MoDOT) regular highway maintenance program. Project applications below are not arranged in any specific order of importance.

Project Application Scenarios						
#	Scenario	Location	Estimated Cost	¹Local Match Required	²MARC Project Fee	³Parkville Commitment
1	Segment #1 (Closest in Proximity to Route 45)	Route 45 to 62 nd St.	\$768,315.91	\$153,663.18	\$3,073.26	\$156,736.45
2	Segment #2 (Highest Priority)	62 nd St. to PAC	\$768,994.01	\$153,798.80	\$3,075.98	\$156,874.78
3	Segments #1 and #2	Route 45 to PAC	\$1,537,309.92	\$307,461.98	\$6,149.24	\$310,537.96
4	Segments #1 and #2 (up to Clark Ave with Traffic Signal)	Route 45 to Clark Ave.	\$1,210,679.40	\$242,135.88	\$4,842.72	\$246,978.60
5	Segments #1 and #2 (up to Clark Ave without Traffic Signal)	Route 45 to Clark Ave.	\$911,979.40	\$182,395.88	\$3,647.92	\$186,043.80
6	Do Not Submit an Application	N/A	\$0.00	\$0.00	\$0.00	\$0.00

¹Federal-aid transportation funds awarded to any project are limited to a maximum of 80 percent federal share with a required local match of at least 20 percent.

²MARC will collect a fee equivalent to 0.5 percent of any federal funds awarded to projects through the 2016 Call for Projects. Sponsors of projects awarded funding will be invoiced for this fee in 2017.

³Includes 20 percent minimum local match requirement and MARC project fee.

The pros and cons of each scenario are as follows:

Scenario 1 – Segment #1 (Closest in Proximity to Route 45)

The subject project segment is generally located between Route 45 and 62nd St. The estimated cost for completing this segment is \$768,315.91 which requires a City commitment of \$153,663.18 (\$153,663.18 in local match funding and \$3,073.26 for the MARC project fee).



Scenario 1 – Segment #1 (Closest in Proximity to Route 45)		
Scope	Pros	Cons
<ul style="list-style-type: none"> • Pavement, 78 Tons • Shoulder, 0 sq. yards • Concrete Curb and Gutter, 2,472 ft. • Storm Sewer, 2,000 ft. • Sidewalk, 1,667 sq. yards • Retaining Wall, 1,836 sq. ft. 	<ul style="list-style-type: none"> • Implements 3rd highest prioritized segment in <i>Route 9 Corridor Study</i> • Project boundaries fall within the projected minimum boundary of the 9 Highway CID; members see immediate improvements • Alleviates stormwater runoff on adjacent properties to the east of Route 9 	<ul style="list-style-type: none"> • Project length does not extend to potential future signalized intersection at Clark Ave • MoDOT cannot commit statewide funding to this project at this current time.

Scenario 2 – Segment #2 (Highest Priority)

The subject project segment is generally located between 62nd St. to the Parkville Athletic Complex (PAC). The estimated cost for completing this segment is \$768,994.01 which requires a City commitment of \$156,874.78 (\$153,798.80 in local match funding and \$3,075.98 for the MARC project fee).



Scenario 2 – Segment #2 (Highest Priority)		
Scope	Pros	Cons
<ul style="list-style-type: none"> • Pavement, 126 Tons • Shoulder, 0 sq. yards • Concrete Curb and Gutter, 1,973 ft. • Storm Sewer, 2,000 ft. • Sidewalk, 1,272 sq. yards • Retaining Wall, 0 square feet • Traffic Signal Installation 	<ul style="list-style-type: none"> • Implements highest prioritized segment in <i>Route 9 Corridor Study</i> • Implements curb and gutter, Storm Sewer improvements, and Traffic Signal at Clark Ave 	<ul style="list-style-type: none"> • “Trail to Nowhere” - No direct multimodal connection made to Southern Platte Pass Trail along Route 45 • Additional traffic counts at Clark Ave intersection need to be collected in order to Warrant a traffic signal from MoDOT • MoDOT cannot commit statewide funding to this project at this current time

Scenario 3 – Segments #1 and #2

The subject project segment is generally located between Route 45 and the PAC. The estimated cost for completing this segment is \$1,537,309.92 which requires a City commitment of \$310,537.96 (\$307,461.98 in local match funding and \$6,149.24 for the MARC project fee).



Scenario 3 – Segments #1 and #2		
Scope	Pros	Cons
<ul style="list-style-type: none"> • Pavement, 204 Tons • Shoulder, 0 sq. yards • Concrete Curb and Gutter, 4,445 ft. • Storm Sewer, 4,000 ft. • Sidewalk, 2,939 sq. yards • Retaining Wall, 1,836 sq. ft. • Traffic Signal Installation 	<ul style="list-style-type: none"> • Implements highest and 3rd highest prioritized segments in <i>Route 9 Corridor Study</i> • Project boundaries fall within the projected minimum boundary of the 9 Highway CID; members see immediate improvements • Alleviates stormwater runoff on adjacent properties to the east of Route 9 • Implements curb and gutter, Storm Sewer improvements, and Traffic Signal at Clark Ave 	<ul style="list-style-type: none"> • Most expensive scenario to implement. Estimated costs exceed \$1.2 million • Additional traffic counts at Clark Ave intersection need to be collected in order to Warrant a traffic signal from MoDOT • MoDOT cannot commit statewide funding to this project at this current time

Scenario 4 – Segments #1 and #2 (up to Clark Ave with Traffic Signal)

The subject project segment is generally located between Route 45 and Clark Ave. The estimated cost for completing this segment is \$1,210,679.40 which requires a City commitment of \$246,978.60 (\$242,135.88 in local match funding and \$4,842.72 for the MARC project fee).



Scenario 4 – Segments #1 and #2 (up to Clark Ave with Traffic Signal)		
Scope	Pros	Cons
<ul style="list-style-type: none"> • Pavement, 78-204 Tons • Shoulder, 0 sq. yards • Concrete Curb and Gutter, 2,472-4,445 ft. • Storm Sewer, 2,000-4,000 ft. • Sidewalk, 1,792 sq. yards • Retaining Wall, 1,836 sq. ft. • Traffic Signal Installation 	<ul style="list-style-type: none"> • Implements 3rd highest segment, and part of the highest prioritized segment, in <i>Route 9 Corridor Study</i> • Project boundaries fall within the projected minimum boundary of the 9 Highway CID; members see immediate improvements • Alleviates stormwater runoff on adjacent properties to the east of Route 9 • Implements curb and gutter, Storm Sewer improvements, and Traffic Signal at Clark Ave 	<ul style="list-style-type: none"> • No improvements to Segment #2 will be made south of Clark Ave • Additional traffic counts at Clark Ave intersection need to be collected in order to Warrant a traffic signal from MoDOT • MoDOT cannot commit statewide funding to this project at this current time • Advances the project without the commitment of developer participation for improvements adjacent to undeveloped properties on Route 9 (could be addressed through a CID assessment)

Scenario 5 – Segments #1 and #2 (up to Clark Ave without Traffic Signal)

The subject project segment is generally located between Route 45 and Clark Ave. The estimated cost for completing this segment is \$911,979.40 which requires a City commitment of \$186,043.80 (\$182,395.88 in local match funding and \$3,647.92 for the MARC project fee).



Scenario 5 – Segments #1 and #2 (up to Clark Ave without Traffic Signal)		
Scope	Pros	Cons
<ul style="list-style-type: none"> • Pavement, 78-204 Tons • Shoulder, 0 sq. yards • Concrete Curb and Gutter, 2,472-4,445 ft. • Storm Sewer, 2,000-4,000 ft. • Sidewalk, 1,792 sq. yards • Retaining Wall, 1,836 sq. ft. 	<ul style="list-style-type: none"> • Implements 3rd highest segment, and part of the highest prioritized segment, in <i>Route 9 Corridor Study</i> • Project boundaries fall within the projected minimum boundary of the 9 Highway CID; members see immediate improvements • Alleviates stormwater runoff on adjacent properties to the east of Route 9 • Implements curb and gutter, and Storm Sewer improvements • City could require developer to install Traffic Signal in the future 	<ul style="list-style-type: none"> • No improvements to Segment #2 will be made south of Clark Ave • No Traffic Signal will be installed at Clark Ave • MoDOT cannot commit statewide funding to this project at this current time. • Advances the project without the commitment of developer participation for improvements adjacent to undeveloped properties on Route 9 (could be addressed through a CID assessment)

Scenario 7 – Do Not Submit an Application

With this scenario, the City of Parkville would not submit a project application to MARC for the 2016 Call for Projects. The next anticipated Call for Projects for federal-aid transportation funding through MARC would not be until 2018 for Federal Fiscal Year (FFY) 2021 and beyond. However, a Call for Projects for MARC’s Planning Sustainable Places (PSP) program will take place in the late 2nd quarter – early 3rd quarter of 2016. \$600,000 of Missouri Surface Transportation Block Grant Program (STBGP) funding has been secured for the Call for Projects and “implementation” activities of previously funded PSP projects, including the *Route 9 Corridor Study*, are eligible.

Scenario 5 – Lowest Cost		
Scope	Pros	Cons
<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> City of Parkville would save money otherwise used as local matching funds Would allow more time to form the 9 Hwy CID and build revenues Would allow more time to seek alternative funding through other private and/or public partnerships Final engineering & design for project segments could be completed in the meantime 	<ul style="list-style-type: none"> Miss out on opportunity to receive funding at an 80-20 split Next Call for Projects for federal-aid transportation funding would not be until 2018 (earliest construction not until FFY 2021)

Costs Due					
#	Scenario	2016	2017	2018	FFY 2019 or FFY 2020
1	Segment #1 (Closest in Proximity to Route 45)	-	\$3,073.26		\$153,663.18
2	Segment #2 (Highest Priority)	-	\$3,075.98		\$153,798.80
3	Segments #1 and #2	-	\$6,149.24		\$307,461.98
4	Segments #1 and #2 (up to Clark Ave with Traffic Signal)	-	\$4,842.72		\$242,135.88
5	Segments #1 and #2 (up to Clark Ave without Traffic Signal)	-	\$3,647.92		\$182,395.88
6	Do Not Submit an Application	N/A	N/A	N/A	N/A

Anticipated Revenues (Running Total)					
Source	2016	2017	2018	2019	2020
9 Hwy Community Improvement District (CID) – Estimated \$33,000 Annually	-	\$33,000	\$66,000	\$99,000	\$132,000

Remaining Costs Due (minus Anticipated Revenues)			
#	Scenario	FFY 2019	FFY 2020
1	Segment #1 (Closest in Proximity to Route 45)	\$54,663.18	\$21,663.18
2	Segment #2 (Highest Priority)	\$54,798.80	\$21,798.80
3	Segments #1 and #2	\$208,461.98	\$175,461.98
4	Segments #1 and #2 (up to Clark Ave with Traffic Signal)	\$143,135.88	\$110,135.88
5	Segments #1 and #2 (up to Clark Ave without Traffic Signal)	\$83,395.88	\$50,395.88
6	Do Not Submit an Application	N/A	N/A

From: [Marc Hansen](#)
To: [Stephen Lachky](#)
Subject: Call for Projects for Federal Fiscal Years 2019-2020
Date: Friday, January 22, 2016 2:17:15 PM

Having trouble reading this e-mail? Click [here](#) to view it in your web browser.

**CALL FOR PROJECTS:
SUBALLOCATED FEDERAL HIGHWAY ADMINISTRATION FUNDS**

Deadline: MARCH 25, 2016



Date: January 22, 2016
To: Elected officials, professional staff of jurisdictions and transportation agencies
From: David A. Warm, Executive Director
Regarding: Call for projects: Suballocated Federal Highway Administration funds
Deadline: March 25, 2016

The Mid-America Regional Council (MARC) in its role as Metropolitan Planning Organization (MPO) for Greater Kansas City is soliciting project proposals for Federal Fiscal Years (FFY) 2019-2020 for three Federal Highway Administration funding programs.

Project selection will help support regional transportation goals

The MARC Board of Directors has adopted a regional vision for Greater Kansas City to be a sustainable region that increases the vitality of our society, economy and environment for current residents and future generations. In 2015, the update to the region's long-range metropolitan transportation plan, Transportation Outlook 2040, reinforced this vision by setting goals for a safe, balanced and regional multimodal transportation system that coordinates with land-use planning, supports equitable access to opportunities and protects the environment.

Projects submitted for consideration will be evaluated on how closely they align with the policy goals of the long-range plan.

Anticipated funding

On December 4, 2015, President Obama signed into law the Fixing America's Surface Transportation Act, or "FAST Act" which authorizes federal surface transportation programs through FFY 2020. Under this new legislation, anticipated funding targets for this project solicitation are as shown in the table below. These amounts are subject to change.

Program	Anticipated funding for FY 2019–2020	
	Kansas	Missouri
Congestion Mitigation/Air Quality (CMAQ)	\$5.8	\$5.3
Surface Transportation Block Grant Program (STP)	\$26.6	\$34.0
STP Set-aside, formerly the Transportation Alternatives Program (TAP)	\$2.4	\$3.0

All of these programs are reimbursement programs. Federal funds awarded to any project are limited to a maximum of 80 percent federal share with a required local match of at least 20 percent. Funds awarded to projects through these programs will typically be administered by KDOT or MoDOT through Local Public Agency program procedures.

Project eligibility

State and local government entities and transportation agencies within the MARC MPO boundary (Johnson, Leavenworth, Miami and Wyandotte counties in Kansas, and Cass, Clay, Jackson and Platte counties in Missouri) may submit projects for STP and set-aside funds. CMAQ funds are only available for the region's air quality planning boundary (Johnson and Wyandotte counties in Kansas, and Clay, Jackson and Platte counties in Missouri).

Eligible applicants may partner with non-governmental entities to sponsor eligible projects. Eligible projects may include:

- Active transportation, including bicycle and pedestrian infrastructure.
- Alternative fuel and diesel retrofit strategies to improve regional air quality.
- Public transportation.
- Outreach strategies to improve regional air quality.
- Roadway and bridge capacity, management, operations, preservation and traffic flow.
- Transportation safety.

A list of online resources is provided on the application site regarding eligible and excluded uses for each program.

Project fee

MARC will collect a fee equivalent to 0.5 percent of any federal funds awarded to projects through this programming cycle.

Sponsors of projects awarded funding will be invoiced for this fee in 2017.

Application

Jurisdictions may apply for funds using an online database and submission form. The application instructions, additional resources, maps and submission form are available online at www.marc2.org/tr_cfp/.

The application deadline is 4 p.m. (local time) on Friday, March 25, 2016.

MARC staff will conduct a pre-application workshop on Thursday, Feb. 4, to answer questions regarding the application procedures and form. This workshop will be held in the MARC Conference Center Board Room from 1:30–3 p.m.

Attendance at this workshop is not required to participate in this funding opportunity, but is strongly encouraged.

MARC Staff contacts

Policy and Program Questions

Ron Achelpohl, P.E.

Director of Transportation and Environment

816-474-4240

rona@marc.org

Application Materials and Forms Questions

Marc Hansen, AICP

Principal Planner

816-701-8317

mhansen@marc.org

Resources

Transportation Outlook
2040:

www.to2040.org

Programming Policy
Statement:

www.to2040.org/assets/2015_plan/AppendH_PPS_adopt_final.pdf

Complete Streets:

www.marc.org/Transportation/Special-Projects/Regional-Initiatives/Complete-Streets

Congestion Management
Process:

www.marc.org/Transportation/Plans-Studies/Transportation-Plans-and-Studies/Congestion-Management-Process

Project fees:

www.marc.org/Transportation/Funding/pdf/New-Freedom/MARC-Local-Match-Policy-April2012.aspx

Reasonable Progress
Policy:

www.marc.org/Transportation/Funding/assets/ReasonableProgressPolicy_ADOPTED

Federal Highway
Administration:

www.fhwa.dot.gov/

Federal Transit
Administration:

www.fta.dot.gov

CMAQ Guidance:

www.fhwa.dot.gov/environment/air_quality/cmaq/policy_and_guidance/2013_guidance/cmaq2013.pdf

STP Guidance:

www.fhwa.dot.gov/map21/guidance/guidestprev.cfm

TAP Guidance:

www.fhwa.dot.gov/map21/guidance/guidetap.cfm

Local public agency information

Kansas:

www.ksdot.org/burlocalproj/default.asp

Missouri:

www.modot.org/business/lpa/



From: [Marc Hansen](#)
To: [Stephen Lachky](#)
Subject: 2014 Missouri STP Programming
Date: Monday, February 22, 2016 11:36:36 AM

Stephen,

In the last programming round (2014), the following applies to the Missouri STP committee:

Available for Programming:	\$59,800,000
Applications Received:	82
Funding Requested:	\$245,938,000
Jurisdictions Applying:	21
Applications Funded:	18
Jurisdictions Funded:	14

Let me know if you need additional details or have any questions.

Marc Hansen, AICP | Principal Planner | Mid-America Regional Council
600 Broadway Blvd., Ste. 200 | Kansas City, MO | 64105
816.701.8317 | <http://www.marc.org/transportation>

CITY OF PARKVILLE Policy Report

Date: Thursday, March 10, 2016

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Approve a banner design for the streetlight banners for the Route 9 Downtown Entryway Beautification Project.

BACKGROUND:

On April 16, 2013, the Board of Aldermen approved an agreement with the Missouri Department of Transportation (MODOT) for a transportation enhancement grant for improvements along Route 9. In general, the project involves sidewalk, street lighting, landscaping, and signage improvements from the White Aloe Bridge to the city limits, primarily focused at the entryway to downtown near the Train Depot and the entrance of Park University.

On March 3, 2015, as a part of the project, the Board of Aldermen entered into a cooperative agreement with Park University regarding the decorative streetlights on Route 9. That agreement includes requirements regarding banners that will be attached the banner brackets on the decorative streetlights (Attachment 1). The agreement stipulates that Park University has specific periods of exclusive of use of the banner brackets. The agreement also states that the content of all banners requested to be displayed in the banner brackets on the north side of the roadway must be reviewed in advance and approved by Park University.

As part of the contract for the Downtown Entryway Beatification Project, the Board of Aldermen approved the purchase and installation of one set of city banners for the decorative streetlights (outside of the exclusive periods of use reserved for Park University). City staff and Park University staff created five drafts for the Board of Aldermen to consider as the city's initial banner design (Attachment 2). For reference, the Route 9 banners will be 18" x 30" and are slightly smaller than the Parkville Commons shopping area banners which are 17" x 36" (Attachment 3).

Each banner incorporates different design elements:

Option	Theme	Text
Option 1A	Patriotic Theme	Welcome to Parkville
Option 1B	Patriotic Theme	Downtown Parkville
Option 2A	Parkville Logo Colors/River	Welcome to Parkville
Option 2B	Parkville Logo Colors/River	Welcome to Downtown Parkville
Option 3	Park University Colors	Welcome to Parkville
Option 4	Parkville/Park University Compass	Historic Downtown Parkville – Since 1844
Option 5	Parkville/Park University Abstract	Historic Downtown Parkville – Since 1844

City staff consulted with David Leader and Troy Wilson of Main Street Parkville Association (MSPA); Laurie McCormack of Park University; Mayor Nan Johnston; and Cathy Kline of the Cathy Kline Art Gallery (former MSPA Design Committee Chair) to rank and provide feedback on the designs. The general consensus is that option 5 (Parkville/Park University abstract) is the best design of the five choices. It is both eye catching and generally fits with the city's downtown/riverfront motif. Option 5 has a similar and corresponding Park University banner that could be displayed separately or simultaneously depending on the time of year. City staff has some minor concerns about font size and readability of option 5, but is currently working with Park University staff to make modifications.

The feedback from the group regarding options 2A, 2B, and 4 was that they were too complex and contained too much text for cars traveling at 25 to 35 miles per hour. Options 2A and 2B use the Parkville logo, which is not well suited to a banner with height that is significantly greater than the width. Among reviewers, the compass theme of option 4 was not preferred when evaluated in comparison to option 5. However, like option 5, option 4 does have a similar and corresponding Park University banner.

Park University objected to option 3 because it may clash with future University banners. As a result, option 3 is not recommended by staff. Option 1A, while generally well liked, was perceived as primarily a banner that would be displayed around/during the Fourth of July. Option 1B did not receive the same level of interest as option 1A. It should be noted that MSPA is interested in possibly purchasing additional banners that could be displayed seasonally to promote holidays or special events (i.e. Fourth of July, Microbrew Fest, etc.). Staff is working with MSPA on a cooperative agreement to accommodate this request. The City's banners are intended to be generic for year-round use if/when seasonal or event-specific banners are not on display.

Staff recommends the approval of banner design option 5. Following approval, the design will be sent to the specified sub-contractor as part of the Downtown Entryway Beatification Project. The City intends to hang the banners at the same time as the banner brackets are installed (tentatively April 2016). Minor changes can be made to any design if it is desired by the Board.

BUDGET IMPACT:

As part of the contract with Gunter Construction for the Downtown Entryway Beatification Project, 14 banners were approved for a total cost of \$4018.00 (\$287.00 each). The banners must meet specific quality requirements as outlined in the contract to ensure longevity and UV resistance.

ALTERNATIVES:

1. Approve Route 9 banner design option 5 with font and readability modifications outlined by staff.
2. Approve Route 9 banner design option 1A.
3. Approve Route 9 banner design option 1B.
4. Approve Route 9 banner design option 2A.
5. Approve Route 9 banner design option 2B.
6. Approve Route 9 banner design option 3.
7. Approve Route 9 banner design option 4.
8. Direct staff to make revisions to options 1-5 to meet the desires of the Board.
9. Postpone the item. *Note: Due to the lead time required to fabricate the banners, postponing action will delay installation.*

STAFF RECOMMENDATION:

Staff recommends approval of Route 9 banner design option 5 with font and readability modifications outlined by staff.

POLICY:

The banner is part of a public improvement so concurrence is required from the Board of Aldermen in order to finalize design. Additionally, the content of all banners requested to be displayed in the Banner Brackets on the north side of the roadway must be reviewed in advance and approved by Park University, subject to the cooperative agreement dated March 3, 2015.

SUGGESTED MOTION:

I move to approve Route 9 banner design option 5 with font and readability modifications outlined by staff.

ATTACHMENTS:

1. Cooperative Agreement
 2. Parkville Commons 17" x 36" Banner
 3. Banner Designs
-

COOPERATIVE AGREEMENT

THIS COOPERATIVE AGREEMENT ("**Agreement**") is made and entered into this 3rd day of March, 2015, by and between the City of Parkville, Missouri, a municipality of the fourth classification (the "**City**") and Park University (the "**University**," and together with City, the "**Parties**").

RECITALS:

- A. The Parties each own real property adjoining that certain part of MO Route 9 in Platte County, Missouri depicted in Exhibit A attached hereto and incorporated herein (the "**Roadway**").
- B. The City desires to install and operate twenty-two (22) luminaire continuous lighting structures along the Roadway (each, a "**Streetlight**", and collectively, the "**Streetlights**").
- C. The University desires to utilize and obtain certain rights in and to the banner brackets affixed to the Streetlights (the "**Banner Brackets**").
- D. The Parties desire to enter into this Agreement to provide for the rights and obligations of the Parties with respect to the Streetlights and Banner Brackets and the installation, display, maintenance and removal thereof.

AGREEMENT:

NOW, THEREFORE, in consideration of the promises and of the agreements set forth hereinafter, the Parties hereby agree as follows:

1. Recitals. Each of the foregoing recitals is incorporated herein and made a part of this Agreement.
2. Installation of Streetlights. The City shall, at the sole expense of the City, install or cause to be installed the Streetlights in the approximate locations depicted in Exhibit A. The City shall be responsible for obtaining all approvals from the Missouri Highways and Transportation Commission and any other applicable governmental agency or body required for the installation of the Streetlights.
3. Operation and Maintenance of Streetlights. At such time as the Streetlights have been installed and are fully operational, the City shall be responsible, at the expense of the City, for the ongoing operation and maintenance of the Streetlights, including without limitation the Banner Brackets; provided, however, that the University shall reimburse the City for the fees owed by the City to Kansas City Power & Light Company (or such other applicable utility provider), which fees (currently \$355.00 per Streetlight per year) may be adjusted or increased from time to time as authorized by the Missouri Public Service Commission (or such other applicable governing body), for the ongoing

operation and maintenance of the fifteen (15) Streetlights to be located on the north side of the Roadway (the "**Utility Fee**").

4. Payment of Utility Fee. The City shall invoice the University quarterly for the Utility Fee, and the University shall pay each invoice in full within sixty (60) days of receipt thereof. In addition to the other remedies available to the City hereunder, the City shall collect a service charge on such unpaid sums in the amount of one and one half percent (1.5%) per quarter or any part of a quarter. If any payment from the University due under this Agreement is overdue by more than thirty (30) days, then the applicable service charges collected thereon shall continue to accrue, the University's rights in and to the Streetlights under this Agreement shall cease and the City may remove any existing banners from the Streetlights then on display until all payments due from the University hereunder have been paid in full.

5. Banner Brackets and Banners.
 - a. The University shall have exclusive rights to display banners (subject to Sections 5(f) and 5(g) herein) in the Banner Brackets on the eight (8) easternmost Streetlights on the north side of the Roadway.

 - b. During the period from May 1 through May 31 of each year during this Agreement (an "**Exclusive Period**"), the University shall have a right of first refusal to display banners (subject to Sections 5(f) and 5(g) herein) in the Banner Brackets on the other fourteen (14) Streetlights not described in Section 5(a) above (the "**Other Banner Brackets**").

 - c. During the period from August 1 to September 15 of each year during this Agreement (an "**Exclusive Period**"), the University shall have a right of first refusal to display banners (subject to Sections 5(f) and 5(g) herein) in the Banner Brackets on the seven (7) westernmost Streetlights on the north side of the Roadway.

 - d. Outside of the Exclusive Periods, if the City has not authorized any other party to use the Banner Brackets, the City shall, upon the request of the University, allow the University to display banners (subject to Sections 5(f) and 5(g) herein) in the Other Banner Brackets.

 - e. All banners displayed in the Banner Brackets at the request or direction of the University shall be fabricated and stored (when not in use) by the University at the University's expense.

 - f. All banners displayed in the Banner Brackets, including without limitation the banners displayed at the request or direction of the University, shall be installed and removed by the City at the City's expense.

 - g. Prior to their display, all banners requested to be displayed in the Banner Brackets, including without limitation the banners displayed at the request or direction of the University, shall be subject to and comply with, to the City's

Notices to the City shall be mailed to:

City of Parkville
Attn: City Administrator
8880 Clark Avenue
Parkville, Missouri 64152

Notices to the University shall be mailed to:

Park University
Laurie McCormack
Vice President for External Relations and Marketing Communications
8700 N.W. River Park Drive
Parkville, MO 64152

- c. Severability. In the event that any provision of this Agreement is found by a court of competent jurisdiction to be unconstitutional or unlawful, the remaining provisions of this Agreement shall be valid unless the court finds the valid provisions of this Agreement are so essentially and inseparably connected with and so dependent upon the invalid provisions that it cannot be presumed that the Parties to this Agreement could have included the valid provisions without the invalid provisions; or unless the court finds that the valid provisions, standing alone, are incapable of being performed in accordance with the intentions of the Parties.
- d. Waiver. Any waiver of any provision of this Agreement and any consent to any departure from the terms of any provision of this Agreement is to be effective only in the specific instance and for the specific purpose for which given.
- e. Captions. Captions contained in this Agreement have been inserted herein only as a matter of convenience and in no way define, limit, extend or describe the scope of this Agreement or the intent of any provision hereof.
- f. Counterparts. This Agreement may be executed by the Parties via separate signatory counterparts, and all such counterparts so executed constitute one agreement binding on the Parties notwithstanding that the Parties are not signatories to the same counterpart.
- g. Failure or Delay. Neither failure nor delay on the part of any party to exercise, and no delay in exercising, any right, power or privilege hereunder operates as a waiver thereof; neither a single or partial exercise of any right, power or privilege

hereunder precludes any other or further exercise thereof, or the exercise of any other right, power, or privilege. No additional notice to or demand on any party shall in any case entitle such party to any other or further such notice or demand in similar or other circumstances unless specially required hereunder.

- h. Further Assurances. The parties will execute and deliver such further documents and do such further acts and things as may be required to carry out the intent and purpose of this Agreement.
- i. Governing Law and Venue. This Agreement and the rights and obligations of the parties hereunder are to be governed by and construed and interpreted in accordance with the laws of the State of Missouri applicable to contracts made and to be performed wholly within Missouri, without regard to choice or conflict of law rules. In addition, it is agreed by the Parties that any action at law, suit in equity or other judicial proceeding to enforce or construe this Agreement or respecting its alleged breach shall be instituted only in the Circuit Court of Platte County, Missouri.
- j. Successors and Assigns. All provisions of this Agreement are binding upon, inure to the benefit of and are enforceable by or against the Parties and their respective successors and assigns.
- k. Third-Party Beneficiary. This Agreement is solely for the benefit of the Parties and their respective successors and permitted assigns, and no other person has any right, benefit, priority or interest under or because of the existence of this Agreement. No officer, official, employee or agent of either of the Parties shall be personally responsible for any liability arising under or growing out of this Agreement or operations of the Parties under the terms of the Agreement.

[Remainder of page intentionally blank; signature page to follow]

IN WITNESS WHEREOF, the City and the University, for themselves, and their successors and assigns, have executed this Agreement as of the day and year first above written.

THE CITY:

CITY OF PARKVILLE, MISSOURI

By: _____
Name: Nanette K. Johnston, Mayor

ATTEST:

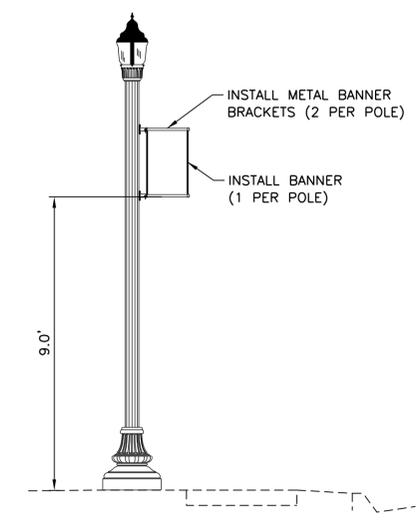
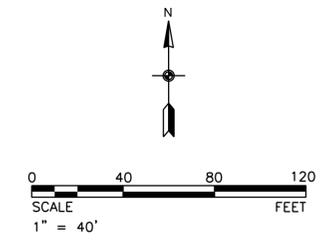
Melissa McChesney, City Clerk

THE UNIVERSITY:

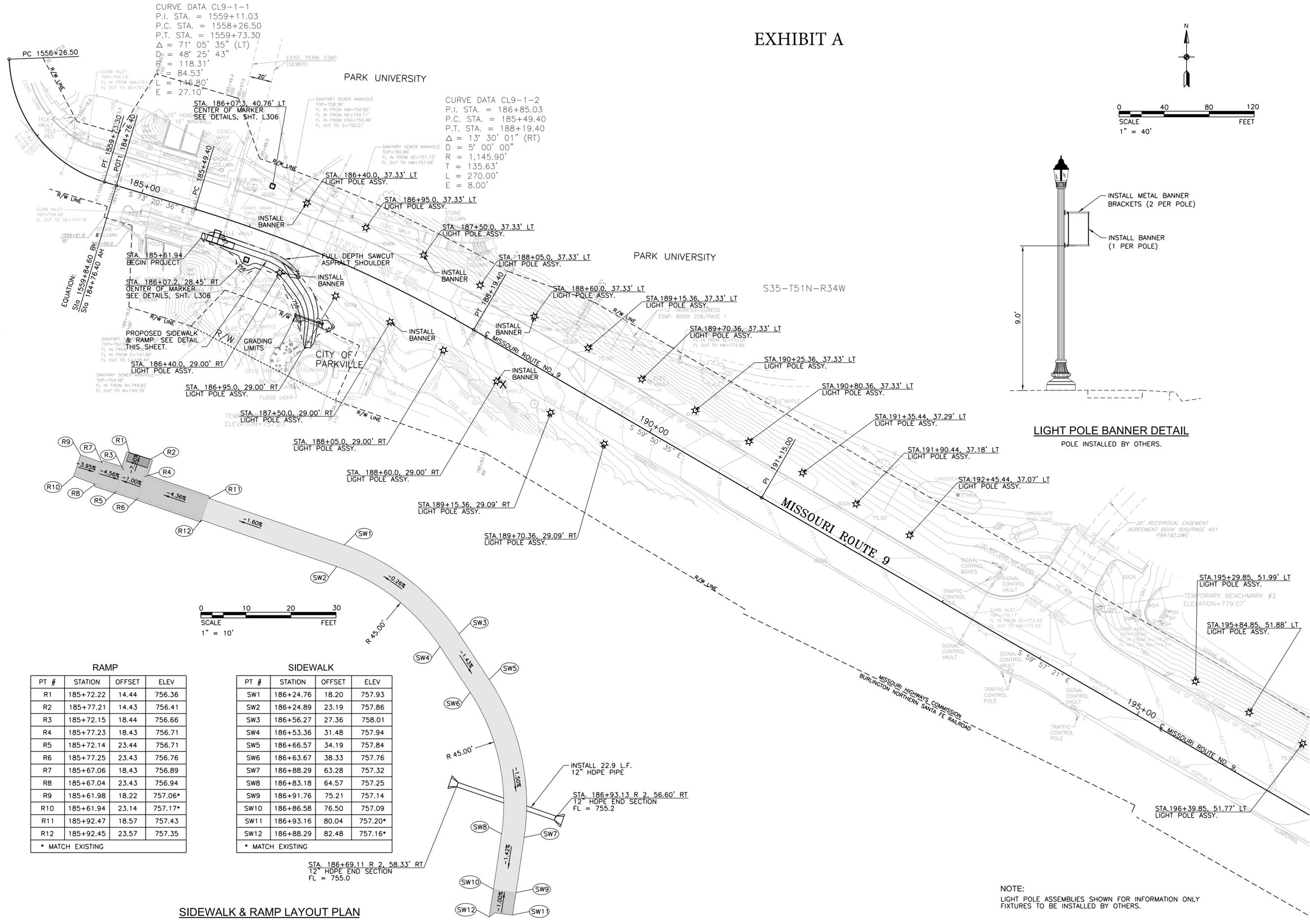
PARK UNIVERSITY

By: _____
Name: David M. Fowler
Title: President

EXHIBIT A

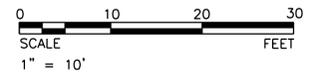


LIGHT POLE BANNER DETAIL
 POLE INSTALLED BY OTHERS.



CURVE DATA CL9-1-1
 P.I. STA. = 1559+11.03
 P.C. STA. = 1558+26.50
 P.T. STA. = 1559+73.30
 $\Delta = 71^\circ 05' 35''$ (LT)
 $D = 48^\circ 25' 43''$
 $L = 118.31'$
 $E = 84.53'$
 $L = 146.80'$
 $E = 27.10'$

CURVE DATA CL9-1-2
 P.I. STA. = 186+85.03
 P.C. STA. = 185+49.40
 P.T. STA. = 188+19.40
 $\Delta = 13^\circ 30' 01''$ (RT)
 $D = 5^\circ 00' 00''$
 $R = 1,145.90'$
 $T = 135.63'$
 $L = 270.00'$
 $E = 8.00'$



RAMP			
PT #	STATION	OFFSET	ELEV
R1	185+72.22	14.44	756.36
R2	185+77.21	14.43	756.41
R3	185+72.15	18.44	756.66
R4	185+77.23	18.43	756.71
R5	185+72.14	23.44	756.71
R6	185+77.25	23.43	756.76
R7	185+67.06	18.43	756.89
R8	185+67.04	23.43	756.94
R9	185+61.98	18.22	757.06*
R10	185+61.94	23.14	757.17*
R11	185+92.47	18.57	757.43
R12	185+92.45	23.57	757.35

* MATCH EXISTING

SIDEWALK			
PT #	STATION	OFFSET	ELEV
SW1	186+24.76	18.20	757.93
SW2	186+24.89	23.19	757.86
SW3	186+56.27	27.36	758.01
SW4	186+53.36	31.48	757.94
SW5	186+66.57	34.19	757.84
SW6	186+63.67	38.33	757.76
SW7	186+88.29	63.28	757.32
SW8	186+83.18	64.57	757.25
SW9	186+91.76	75.21	757.14
SW10	186+86.58	76.50	757.09
SW11	186+93.16	80.04	757.20*
SW12	186+88.29	82.48	757.16*

* MATCH EXISTING

SIDEWALK & RAMP LAYOUT PLAN

CONSULTANTS:

**PARKVILLE ROUTE 9
 DOWNTOWN ENTRYWAY**
 MODOT STP-3301 (484)
 PARKVILLE, MISSOURI



REVISIONS:	DESCRIPTION	DATE	MARK

PROJ NO: P101140231
 SCALE: 1" = 40'
 DATE: 11/17/2014
 DESIGNED BY: GWN
 DRAWN BY: GWN
 CHECKED BY: JWZ
SHEET TITLE:
PLAN
STA. 185+61.94 TO
STA 188+60.00

SHEET NO.
3
 SHEET 3 OF 15

EXHIBIT B

Street Light Banner Regulations

1. Banners shall not contain advertisements of any kind. Sponsorships are restricted to city or county names and/or logo only. Exceptions include promotion of educational institutions and business districts/associations, provided that no individual business is specifically advertised on the banner. Banners may also promote local community events. The City and Park University reserve the right to review and approve the content of all banners on the north side of the roadway. Park University will have ten (10) business days from the time of notification by the City to either approve or reject banners. Failure to respond in a timely manner will be interpreted as approval.
2. Banner messages shall comply with all state and federal laws and be devoid of any website address.
3. Electrified displays are not allowed on banners or light poles.
4. Banners must be tagged with the name, address, and phone number of the applicant. It shall be the responsibility of the applicant to keep this contact information up to date on any and all approved banners. Any banners with incorrect or missing contact information may be removed by the City or Kansas City Power & Light.
5. In the event that any banner becomes damaged, the applicant shall be required to repair, replace, or remove the banner within five (5) calendar days of being requested to do so. If the applicant fails to do so within five calendar (5) days of the request, the City reserves the right to remove and replace all banners until the appropriate repair or replacement is made.
6. Banners will be installed and removed by the City. Banners will only be installed on the brackets intended for that purpose. Banners may not be installed on traffic signal heads and supports; any regulatory, guide, or warning sign; changeable message signs; traffic control device posts or structures; or any site where the banner would obscure the ability of a driver to detect and understand existing traffic control devices.
7. Banners shall meet the following minimum specifications. Deviations from these specifications must be pre-approved by the City prior to installation:
 - a. 18"x36", two-sided
 - b. Outdoor, commercial quality, 18 oz. vinyl
 - c. UV resistant
 - d. Solid brass grommets in all four corners
 - e. Graphics printed to at least 240 dpi



Welcome to
Parkville
Community

PARKVILLE COMMUNITY CENTER

PARKVILLE COMMUNITY CENTER

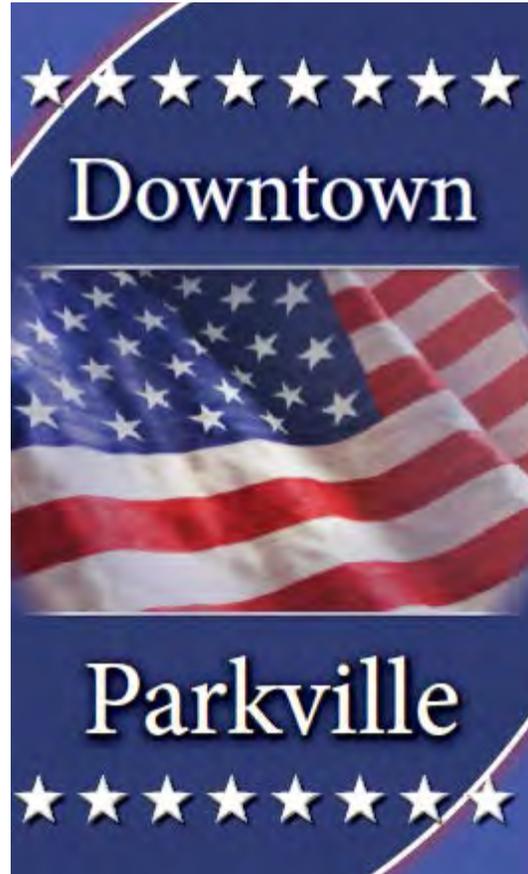
OPTION 1A

Patriotic Theme



OPTION 1B

Downtown Patriotic Theme



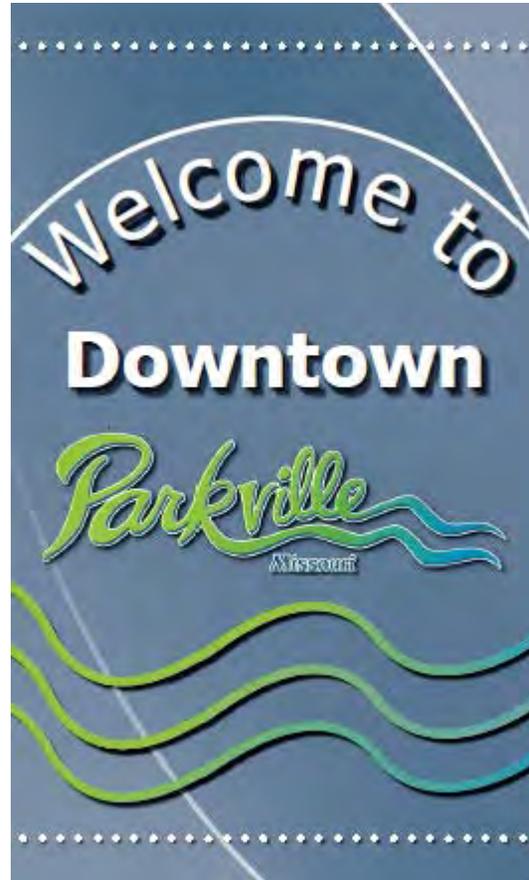
OPTION 2A

Parkville Logo Colors/River



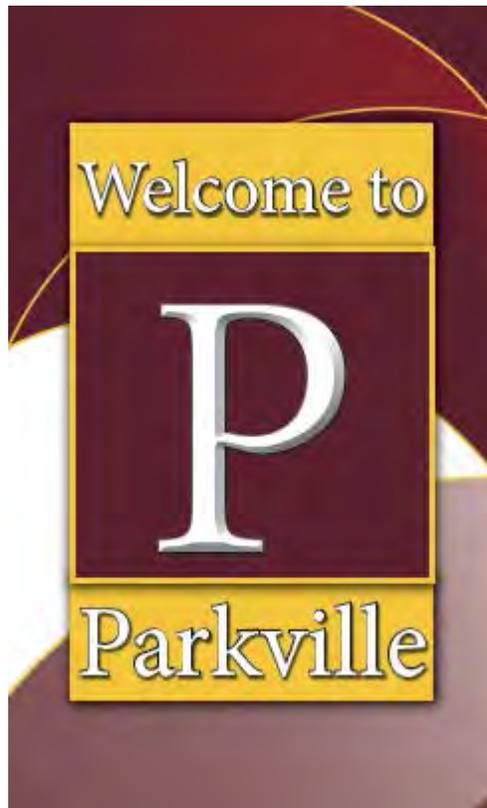
OPTION 2B

**Downtown Parkville Logo
Colors/River**



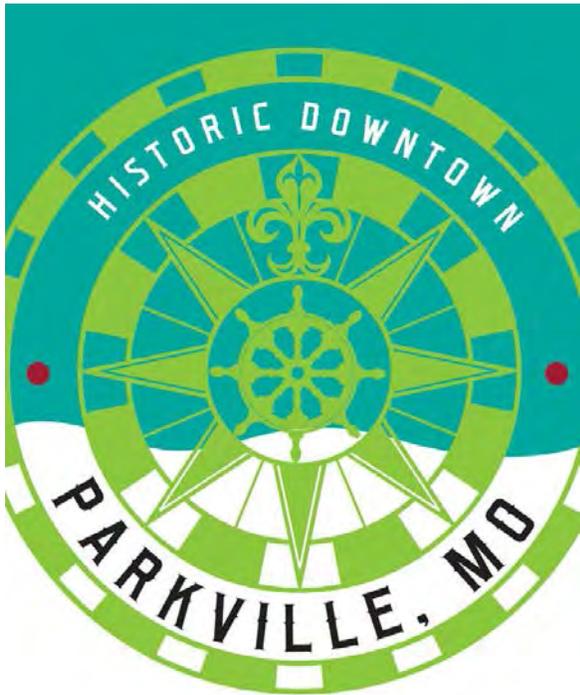
OPTION 3

Park University Colors



OPTION 4

**Parkville/Park University
Compass**



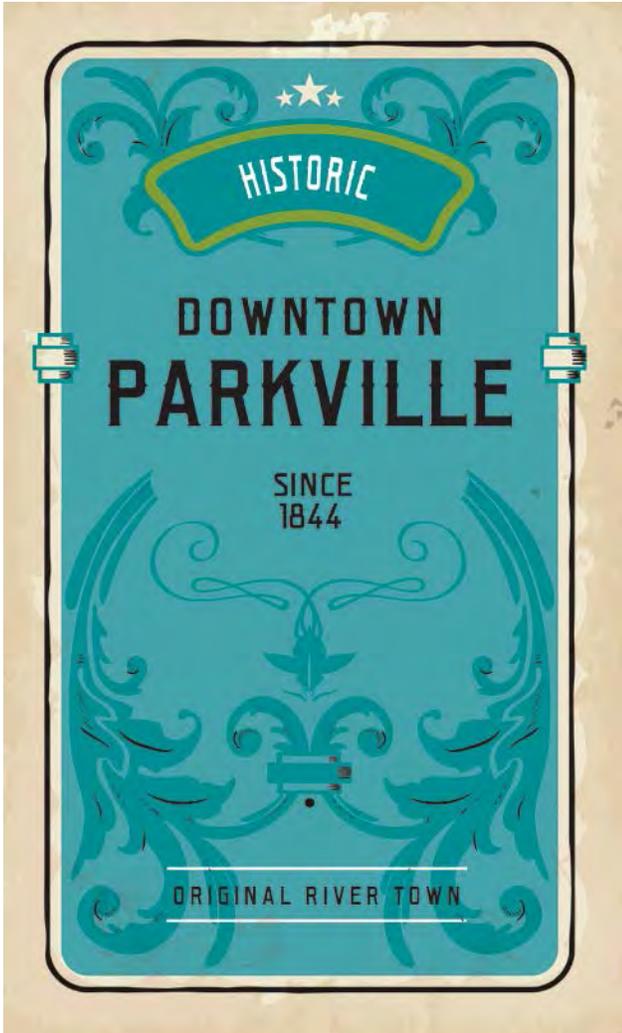
SINCE 1844
ORIGINAL RIVER TOWN

**Compatible Park University
Banner for Option 4**



OPTION 5

**Parkville/Park University
Abstract**



**Compatible Park University
Banner for Option 5**



CITY OF PARKVILLE

Policy Report

Date: March 9, 2016

Prepared By:
Stephen Lachky, AICP
Community Development Director

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Approve the first reading of an ordinance to approve the final plat of the replat of Lot 11, Cider Mill Ridge, Fourth Plat. Case No. PZ16-01. Applicant, RP Golf, LLC, owner.

BACKGROUND:

The applicant, RP Golf, LLC, proposes to replat Lot 11 of the Cider Mill Ridge Fourth Plat and a portion of the abutting unplatted property to the east and south. The Final Plat proposes to change Lot 11-A (0.88 acres) into Tract H (0.88 acres), and to add a new Tract G (0.06 acres) to the middle of Barn Hill Road. Tract H retains the same dimensions and is not changing other than removing the lot designation and creating a tract designation. The addition of Tract G consists of 2,561 square feet (or 0.06 acres) and serves as a median island. Both tracts will now be maintained by the Home Owners Association of the National Cider Mill Ridge.

Staff reviewed the Final Plat against the City of Parkville's Municipal Code, including the subdivision regulations, the R-2 district regulations, and the height, area and bulk requirements. The application has also been reviewed against the previously approved Cider Mill Ridge Fourth Plat. The primary consideration for approval of the plat is the ability to meet the minimum applicable subdivision regulations and standards for permitted uses, area, width, depth, setbacks, adequate utilities, grading and drainage and parkland donation. The Final Plat meets all applicable requirements; additionally, the replat does not affect any existing utility easements and no new utilities, improvements, easements or other public improvements are proposed.

BUDGET IMPACT:

With the exception of application and permit fees and any incremental increases from real estate and personal property taxes, there is no budgetary impact.

ALTERNATIVES:

1. Approve first reading of the ordinance approving the Final Plat as submitted.
2. Approve first reading, subject to changes directed by the Board of Aldermen.
3. Deny the Final Plat.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends that the Board of Aldermen approve first reading of the ordinance, subject to the following conditions prior to recording:

- Completion of the Public Works Department punch list which includes repair of a sidewalk ramp.
- Acceptance of a Right-of-Way maintenance agreement which outlines the responsibilities of the developer for the maintenance of the landscape island.

PLANNING COMMISSION RECOMMENDATION:

ITEM 5D
For 03-15-2016
Board of Aldermen Meeting

The Planning and Zoning Commission considered the application at the March 8, 2016, meeting and concurred with staff conclusions and recommendation. The Commission recommended approval of the Final Plat, subject to conditions recommended by staff, by a vote of 6-0.

POLICY:

Per Parkville Municipal Code Section 505.030, all plats must be approved by the Board of Aldermen prior to recording. The Board of Aldermen must approve two readings of the ordinance to become effective. Rule 5, *Agendas*, of the Board's adopted Rules of Order, states "*The first reading of an ordinance will be read on the action agenda and the second and final reading will be read the next subsequent meeting on the consent agenda, unless the item is a time-sensitive matter in which it may be approved during the same meeting.*"

SUGGESTED MOTION:

I move to approve Bill No. 2868, an ordinance approving the Final Plat of replat of Lot 11, Cider Mill Ridge, Fourth Plat, a subdivision in Parkville, Platte County, Missouri, on first reading and postpone the second reading to April 5, 2016.

ATTACHMENTS:

1. Proposed ordinance
2. Application for Final Plat
3. Final Plat, Replat of Lot 11, Cider Mill Ridge – Fourth Plat, a subdivision in Parkville, Platte County, Missouri
4. Staff Analysis from Community Development Department
5. Staff Analysis from Public Works Department
6. Draft right-of-way maintenance agreement

AN ORDINANCE APPROVING THE FINAL PLAT OF REPLAT OF LOT 11, CIDER MILL RIDGE, FOURTH PLAT, AND PART OF THE SOUTHWEST QUARTER OF SECTION 26, TOWNSHIP 51, RANGE 34, A SUBDIVISION IN PARKVILLE, PLATTE COUNTY, MISSOURI

WHEREAS, by application PZ16-01, RP Golf, LLC, property owner, petitioned to Final plat of replat of Lot 11 of the Cider Mill Ridge, Fourth Plat, and part of the southwest quarter of Section 26, Township 51, Range 34, a subdivision in the City of Parkville, Missouri, changing Lot 11-A to Tract H and adding Tract G, a median in Barn Hill Road; and

WHEREAS, at their March 8, 2016 meeting, the Parkville Planning and Zoning Commission considered the application and unanimously recommended approval subject to staff recommended conditions (contained herein) by a vote of 6-0; and

WHEREAS, the Board of Aldermen concurs with the Planning Commission’s conclusions and accepts their recommendation;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF PARKVILLE, MISSOURI, AS FOLLOWS:

SECTION 1. The Final Plat of Replat of Lot 11, Cider Mill Ridge, Fourth Plat, and part of the southwest quarter of Section 26, Township 51, Range 34, a subdivision in Parkville, Platte County, Missouri, attached hereto and incorporated herein by reference as Attachment 3 is hereby approved, subject to completion of the Public Works Department punch list which includes repair of a sidewalk ramp, and approval of a right-of-way maintenance agreement outlining responsibilities of the developer for the maintenance of the median on Tract G prior to recording the replat.

SECTION 2. The City hereby accepts and agrees to maintain City improvements in easements and rights-of-ways, which are designated on the replat.

SECTION 3. The Governing Body hereby authorizes the Public Works Director to approve the landscaping maintenance agreement for the median on Tract G subject to satisfactory completion of any and all associated inspections and determination that the improvements are completed in accordance with all applicable City standards and regulations.

SECTION 4. The City Clerk is hereby directed to have the plat recorded in the office of the Platte County Recorder of Deeds following execution.

SECTION 5. This ordinance shall be effective immediately upon its passage and approval.

PASSED and APPROVED this 15th day of March 2016.

Mayor Nanette K. Johnston

ATTESTED:

City Clerk Melissa McChesney



COMMUNITY DEVELOPMENT
 8880 Clark Avenue
 Parkville, MO 64152
 (816) 741-7676
 (816) 741-0013 FAX

Application #: 2016-11
 Date Submitted: 2-25-16
 Public Hearing: N/A
 Date Approved: _____

Application for Final Plat

1. Applicant / Contact Information

Applicant(s)

Name: RP GOLF, LLC
 Address: 6325 LEWIS ST, SUITE 112
 City, State: PARKVILLE, MO 64152
 Phone: 816-505-4297 Fax: 816-741-1462
 E-mail: _____

Engineer and/or surveyor(s) preparing plat

Name: R.L. Buford & Assoc.
 Address: P.O. Box 14069
 City, State: Parkville, Mo 64152
 Phone: 816-741-6152 Fax: _____
 E-mail: rob@rlbuford.com

Owner(s), if different from applicant

Name: _____
 Address: _____
 City, State: _____
 Phone: _____ Fax: _____
 E-mail: _____

Contact Person

Name: DALE BROOK
 Address: 6325 LEWIS ST, SUITE 112
 City, State: PARKVILLE, MO 64152
 Phone: 816-505-4297 Fax: 816-741-1462
 E-mail: _____

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that development in the City of Parkville is subject to the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such or from the conditions as stated herein shall constitute cause for fines, punishments and revocation of approvals as applicable.

Applicant's Signature (Required) [Signature] Date: 2-25-16
Property Owner's Signature (Required) [Signature] Date: 2-25-16

2. Property Information

Name and phase of plat: Replat of Lot 11 Cider Mill Ridge 4th Plat

Final plat in substantial conformance with approved preliminary plat? _____

If not, explain: _____

Zoning district: _____ Anticipated uses: Pool/HOA
 Acreage of this phase: 1.47 Number of lots: 1
 Minimum lot size: _____ Density of development: _____

3. Additional Factors affecting the project

Please include other comments or factors relating to the proposed subdivision in an attached narrative.

4. Public Improvements

All public improvements must be designed to city standards and require approval, guarantees and permits prior to installation.

Improvement plans submitted and approved for:

Streets and access: _____
Date approved

Length of new streets: _____

Surface material: _____ Maximum grade: _____

Sanitary sewer: _____
Entity and date approved

Missouri Department of Natural Resources approval: _____
Date approved

Water: _____
Entity and date approved

Erosion and sediment control as per NPDES II: _____
Date approved

Flood plain development permit (if required): _____
Date approved

5. Checklist of required submittals

- Completed application, including plat with all required details and supporting data.
- Nonrefundable application fee of \$300.00 and \$5.00 per lot (minimum \$305.00)
- Submit twelve (12) copies of the final plat (24" x 36" or larger) and any supporting documentation, and one electronic copy (pdf) of the same for initial review by city staff and utility and service providers. Note that prior to Planning Commission and Board of Aldermen consideration additional copies will be required.
- Authorization signature of the owner of record of the property to be platted.
- Copy of any covenants and/or deed restrictions to be recorded with the Plat.
- Executed deed of release for any right-of-way dedicated to the city.
- Guarantees in the form of performance bonds or other city approved instrument ensuring the satisfactory completion of public improvements. The maintenance period for public improvements is two (2) years.

For City Use Only

Application accepted as complete by: _____
Name/Title Date

Application fee payment: Check # 8525 M.O. _____ Cash 2-25-16
 Final reimbursable costs paid (if applicable). Date of Action: _____

Planning Commission Action: Approved Approved with Conditions Denied Date of Action: _____
Conditions if any: N/A

Board of Aldermen Action: Approved Approved with Conditions Denied Date of Action: _____
Conditions if any: _____



Staff Analysis

Agenda Item: 5.A

Proposal: Application for Final Plat of Replat of Lot 11, Cider Mill Ridge, Fourth Plat.

Case No: PZ16-01

Applicant: RP Golf, LLC

Owner: RP Golf, LLC

Location: SW Corner of South National Drive and Barn Hill Road on all of Lot 11 of the Cider Mill Ridge 4th plat and a portion of the abutting unplatted property to the east and south.

Zoning: "R-2 CUP" Single Family Residential District with a Community Unit Plan overlay

Parcel #: 20-7.0-26-300-005-017.00 and part of parcel number 20-7.0-26-300-000-001.000

Exhibits:

- A. This staff report
- B. Application for Final Plat
- C. Final Plat of Replat of Lot 11, Cider Mill Ridge – Fourth Plat drawing by Robert G. Young, R.L. Buford & Associates, LLC and last dated 1-27-2016
- D. Additional information as may be submitted during the meeting

By Reference:

- A. The Parkville Municipal Code including Title IV, Zoning Code, including but not limited to Chapters 415, *"R-2" Single Family Residential District Regulations, 467, Height, Area, and Bulk Requirements* and Title V, including but not limited to Chapter 505, *Subdivision Regulations*
- B. Agenda Item 4A, *Amended National Golf Course Community Unit Plan to allow a new neighborhood swimming pool on lot #11, Cider Mill Ridge 4th Plat & part of vacant land to the south & east.* Case PZ14-10

Overview

The applicant, RP Golf, LLC proposes to replat Lot 11 of the Cider Mill Ridge Fourth Plat and a portion of the abutting unplatted property to the east and south, Changing lot 11-A to Tract H and adding new Tract G which consists of a median on Barn Hill Road at the intersection of National Drive. Tract H retains the same dimensions and is not changing other than removing the lot designation and creating a tract designation. The addition of Tract G consists of 2,561 square feet or 0.06 acres. Both tracts will now be maintained by the Home Owners Association of the National Cider Mill Ridge.

Review and Analysis

The application has been reviewed against the City of Parkville's Municipal Codes, including the subdivision regulations, the R-2 district regulations, and the height, area and bulk requirements. The application has also been reviewed against the previously approved Cider Mill Ridge Fourth Plat. The primary consideration for approval of the plat is the ability to meet the minimum applicable subdivision regulations and standards for permitted uses, area, width, depth, setbacks, adequate utilities, grading and drainage and parkland donation. Following is a summary of our review:

1. **Area, Width, Depth and Setbacks** – The proposed Tract H meets the minimum area, width, depth and setback requirements for the R-2 district. Per Parkville Municipal Code Chapter 467, the minimum lot area for the R-2 district is 10,000 square feet and there is no additional area requirement for the non-residential use. The proposed Tract H would be 38,298 square feet. The minimum required width is 75 feet at the front setback (25 feet). The proposed tract H exceeds this width. The minimum required depth is 100 feet. The proposed tract H far exceeds this minimum. Lastly, the district requires a minimum 25 foot front setback, 30 foot rear setback and 10 foot side setback. The layout proposed exceeds these setbacks.
2. **Utilities** – Existing utility easements are adequate and no easements beyond those shown on the plat are necessary at this time. However, approval of the plat should be subject to final approval by the utility providers and providing additional easement by separate instrument as may be required.
3. **Parkland Dedication** – Parkland dedication has previously been calculated for the National Subdivision. No additional parkland dedication is required as a result of this application.
4. **Landscape/Maintenance** – The final plat includes a landscape island within the right-of-way of Barn Hill Road. This landscape island is a private improvement located within the public right-of-way. The City and developer will need to enter into a right-of-way maintenance agreement, which outlines the responsibilities of the developer for the maintenance of the landscape island.

Staff Conclusion and Recommendation

Based on the final plat and supporting information submitted to date, Staff concludes that all applicable standards and requirements have been met, with the exception of a right-of-way maintenance agreement, which outlines the responsibilities of the developer for the maintenance of the landscape island. Accordingly, staff recommends approval of the proposed *Replat of Lot 11, Cider Mill Ridge – Fourth Plat* subject to the following conditions:

- Completion of the Public Works Department punch list which includes repair of a sidewalk ramp.
- Right-of-Way maintenance agreement which outlines the responsibilities of the developer for the maintenance of the landscape island, approved by the Public Works Director.
- Any other conditions deemed necessary by the Planning Commission.

Necessary Action

Following consideration of the application, the factors discussed above and any testimony presented during the meeting, the Planning Commission must recommend approval or denial of the application (with or without conditions) unless otherwise postponed. Unless postponed, the Planning Commission's action will be forwarded to the Board of Aldermen along with any explanation thereof for final action.

End of Memorandum

3-8-16

Stephen Lachky, AICP
Community Development Director



Staff Analysis

Date: March 3, 2016

To: Planning Commission

From: Alysen Abel, P.E. – Public Works Director

CC: Stephen Lachky, AICP – Community Development Director
Paul Giarratana, CBO, CBI, CFM – Building Official
Kelly Yulich – Assistant to the Community Development Director

RE: Cider Mill 11th Plat – Final Plat

The property located within the Replat of Lot 11, Cider Mill Ridge – Fourth Plat is the current location of the Cider Mill Poolhouse. The site development plans for the poolhouse were approved on January 28, 2015. Construction of the building and the site amenities commenced soon after the permit approval. The asphalt parking area and drive were completed in May 2015, the sanitary sewer was completed in June 2015, and the punchlist was issued in September 2015.

The building and site amenities have been constructed. The building currently operates under a Temporary Certificate of Occupancy (TCO). The Public Works Inspector completed a punchlist of remaining site issues that remain. Once the contractor has addressed the issues outlined in the punchlist, a Final Certificate of Occupancy (CO) can be issued. The only outstanding issue is the repair of a sidewalk ramp.

The final plat includes a landscape island within the right-of-way of Barn Hill Road. This landscape island is a private improvement located within the public right-of-way. The City and developer will need to enter into a right-of-way maintenance agreement, which outlines the responsibilities of the developer for the maintenance of the landscape island.

Public Works recommends approval of the Final Plat, with the following conditions:

1. Prior to recording of the Final Plat, the developer's contractor shall complete the outstanding items on the punchlist for the building and site improvements.
2. Concurrent with the recording of the Final Plat, the City and Developer shall enter into a Right-of-Way Maintenance Agreement that outlines the maintenance responsibilities for the private improvements in the public right-of-way.

RIGHT-OF-WAY MAINTENANCE EASEMENT

This Agreement made and entered into the ____ day of _____, 20____, by and between _____, its successors and assigns (“Owner”), and the City of Parkville, Missouri (“City”).

WITNESSETH:

WHEREAS, Owner is the owner of a parcel of land located within the corporate boundaries of the City of Parkville, Missouri, and legally described in Exhibit A attached hereto (the “Property”); and

WHEREAS, Owner desires to install the following features: landscaping, street trees, hardscaping, and irrigation system (the “Amenities”) within or adjacent to the public right-of-way within the Property as depicted in Exhibit B; and

WHEREAS, the City has raised certain concerns regarding the responsibility for and future maintenance of the Amenities; and

WHEREAS, Owner, in order to satisfy the concerns of the City, so as to receive permission to install and maintain the Amenities in the public right-of-way, has agreed to the terms, conditions, and requirements set forth in this Agreement.

NOW THEREFORE, Owner and the City agree to the following:

ARTICLE I – OWNER COVENANTS

Owner agrees:

- 1.1 To cause the Amenities to be operated and maintained in good condition and repair. Such maintenance shall include but not be limited to upkeep of the landscaping and hardscaping; pruning of healthy trees and replacement of dead street trees; and repair, replacement, or removal of irrigation systems. All such maintenance shall comply with any applicable City ordinances.
- 1.2 That in the event the condition of the Amenities create a situation that threatens the health, safety, and welfare of the public, to immediately take whatever measures are reasonably necessary to restore the Amenities to a safe condition (the “Emergency Restoration Work”).
- 1.3 To notify the Public Works Director as soon as possible after first learning of the need for Emergency Restoration Work that involves a threat to health, safety, and welfare of the public.
- 1.4 That in the event the owner fails in its duty and obligation to perform Emergency Restoration Work, the City shall have the right to take whatever action is necessary to remove the threat to the public safety and welfare. If the City exercises such right, Owner shall reimburse the City for all actual expenses

associated with the City's performance of the Emergency Restoration Work, such reimbursement to occur within thirty (30) days of invoice from the City. If the Owner fails to reimburse the City as provided hereunder, the parties agree that the City may take any action permitted by law including but in no way limited to levying assessments or placing a lien on the Property.

- 1.5 That in the event the Owner fails in its duty and obligation to properly operate, maintain and/or repair the Amenities, and such failure is not a threat to the public safety and welfare, the City shall provide notice to the Owner of the deficiency in operation, maintenance and/or repair of the Amenities. If after thirty (30) days of such notice to the Owner, the Owner fails to remedy the deficiency, the City may perform all necessary work to bring the Amenities into the proper operation, maintenance and/or repair. The Owner shall reimburse the City for all actual expenses associated with the City's performance of such work within thirty (30) days of invoice to from the City. If the Owner fails to reimburse the City as provided hereunder, the parties agree that the City may take any action permitted by law including but in no way limited to levying assessments or placing a lien on the Property.
- 1.6 That should the City, in the City's sole discretion, determine that the Amenities is endangering the public health, safety, or welfare, or has become unsightly or a nuisance, or unreasonably interferes in any way with the City's use of the right-of-way, then upon request of the City, the Owner will remove or cause to be removed the Amenities from the right-of-way and the Owner shall repair any damage caused thereby at the Owner's expense. Should the Owner fail to comply with the City's removal request, the City may remove the same and the Owner shall reimburse the City for the removal of the Amenities and repair the right-of-way within thirty (30) days of receipt of invoice from the City. If the Owner fails to reimburse the City as provided hereunder, the parties agree that the City may take any action permitted by law including but in no way limited to levying assessments or placing a lien on the Property.
- 1.7 To release the City, the Mayor, and the members of the Board of Aldermen (collectively the "Governing Body"), and employees of the City from any and all past, present or future liability for any damage that may be caused at any time by the City permitting the Amenities to be located within the public right-of-way. Owner shall not be required to release the City, Governing Body, or employees of the City for the gross negligence or willful misconduct of the City, Governing Body, or employees of the City.
- 1.8 To indemnify and hold harmless the City, members of the Governing Body and employees of the City from and against any and all losses incurred or suffered by any person or to any real or personal property as a result of or in connection with the City permitting the Amenities to be located within the public right-of-way or with any negligent acts or omissions or intentional misconduct of the Owner relative to its obligations under this Agreement.
- 1.9 Prior to the consummation of the sale of any lot located within the Property, Owner will cause to be recorded with the Platte County's Recorder's Office (the "Recorder"), a Homes or Business Owner's Association (the "Association") declarations (the "Association Declaration") covering all of the platted lots located within the Property and containing in addition to other matters normally found therein, the following provisions regarding the Amenities:
 - 1.9.1 The Association Declarations shall acknowledge that, from and after the date the Association Declarations are filed, the Amenities are and shall be the responsibility for the Association, and the owners of real property within the Property (the "Property Owners") shall maintain the Association to be used as the vehicle by which to fulfill the obligations of this Agreement.
 - 1.9.2 The Associations Declarations shall provide that one of the duties and obligations of the Association will be to properly maintain the Amenities and keep the Amenities in good condition and repair as provided in 1.1 through 1.6, above.
 - 1.9.3 The Association Declarations shall require that the Association release, indemnify and hold harmless the City, members of the Governing Body and employees of the City as set forth in 1.7 and 1.8, above.

- 1.9.4 The Association Declarations will provide for the Association and the City's levy of assessments against the lots located within the Property sufficient to pay for the maintenance of the Amenities and for any costs incurred by reason of obligations under this Agreement. The Association and the City shall have an enforceable lien on any lot, parcel, or unit in the subdivision in the event that the Property Owner fails to pay an assessment.
- 1.9.5 The Association Declarations shall give the City, its successors, assigns, and designees the right to enforce all restrictions, obligations and other provisions regarding the Amenities.
- 1.9.6 The Association Declarations shall provide that each Property Owner shall be responsible for the maintenance of all street trees adjacent to the Property Owner's real property; and the Association shall be responsible for the maintenance of all other Amenities, including but not limited to Amenities located in the median islands.
- 1.10 That in the event that the Association fails in any of its duties under the Association Declaration relative to the Amenities, the Owner is ultimately responsible for those obligations.
- 1.11 Owner shall carry and shall cause the Association to carry (through the Association Declarations or otherwise) commercial general liability insurance covering bodily injury or property damage to a third party arising out of or resulting from the failure to properly repair and/or maintain the Amenities as required herein in an amount of no less than \$500,000 per occurrence, naming the City as an additional insured.
- 1.12 To comply with all applicable law in the performance of this Agreement, including but in no way limited to the requirement of obtaining a right-of-way work permit to accomplish installation, maintenance and/or repairs related to the Amenities when required.
- 1.13 That it will not consent to the termination of the Association or the Association Declaration, or to any amendment, modification or termination of any provision therein regarding the maintenance and repair of the Amenities, without the consent of the City.

ARTICLE II – OWNER ACKNOWLEDGEMENTS

- 2.1 As between the Owner and the City, Owner acknowledges that, subject to the provisions of this Agreement, the maintenance, repair and replacement of the Amenities is the sole responsibility of the Owner.
- 2.2 As between the Owner and the City, Owner acknowledges that the cost of maintenance, repair, or reconstruction of the Amenities is the sole responsibility of the Owner.
- 2.3 It is fully understood by Owner that the City is under no past, present or future obligation to expend any public funds or to take any other action to maintain or improve the Amenities.

ARTICLE III – CITY ACKNOWLEDGEMENTS

- 3.1 City agrees, upon approval of plans submitted to and approved by the City and upon a showing of compliance with this Agreement, to permit the Amenities shown on the approved plans to be constructed, maintained, repaired and replaced in the public right-of-way, subject to the terms and conditions of this Agreement and the Owner obtaining any right-of-way permit required by the City's ordinances and the Owner's compliance with other applicable laws.

ARTICLE IV – MISCELLANEOUS

- 4.1 This Agreement shall be binding upon the parties and their respective successors and assigns. It is the intention of the parties hereto that this Agreement shall be covenant running with the land and shall bind all successive owners of any interest in the property subject to this Agreement.

- 4.2 This Agreement shall be governed by and construed in accordance with the laws of the State of Missouri.
- 4.3 This Agreement shall be filed of record with the Recorder.
- 4.4 This Agreement may only be altered or amended by written, mutual agreement of the parties. Such amendment to be filed with the Recorder and may include a change in the type or location of the Amenities.

ARTICLE V – RECORDING OF DOCUMENT

- 5.1 The City, at Owner's cost, shall cause this Agreement to be filed with the Recorder. The City and Owner shall each receive a duly executed copy of this Agreement for its official records.

DRAFT

CITY OF PARKVILLE

Policy Report

Date: Thursday, March 10, 2016

Prepared By:
Tim Blakeslee
Assistant to the City Administrator

Reviewed By:
Lauren Palmer
City Administrator

ISSUE:

Conduct the Parkville Parks Master Plan key leader meeting with the consultant team.

BACKGROUND:

On December 1, 2015, the Board of Aldermen entered into a professional services agreement with Vireo to lead an update of the Parkville Parks Plan (P3), with particular emphasis on the riverfront parks corridor. The approved scope of work designates the Community Land and Recreation Board (CLARB), along with a Platte County liaison, as the steering committee for this project. Due to the uncertain timetable of the Section 1135 wetland restoration project planned for Platte Landing Park, staff decided that it would be best to kick-off the master plan process shortly after the first of the year.

An initial pre-meeting to confirm project goals, objectives, expectations, opportunities and constraints between city/county staff and Vireo was held on January 8, 2016. The first steering committee meeting was held February 10, 2016. At this meeting the consultant team briefly discussed the project scope, reviewed the project schedule, presented demographic and local health information, looked for feedback on identifying focus group participants, and engaged in discussion on general park issues.

Since that meeting, consultants with Vireo, with direction of staff and the steering committee, have been conducting targeted focus groups discussions, key leader interviews, and employee interviews. The goal of these is to gain perspective of different visions and ideas about the future direction of the park system. Both the Platte County Commission and the Parkville Board of Aldermen, were identified as key leader groups to be visited. The interview will be scheduled as a non-action item on the Board's regular meeting agenda for March 15, 2016. A copy of the questions and topics that Vireo intends to discuss during the interview can be found in Attachment 1.

The general public will be invited to provide input at two community open house events during the spring and summer. The first community open house is scheduled for April 14, 2016, at 5:30 p.m. at the American Legion in Downtown Parkville. There will also be opportunities for online engagement through MySidewalk, a web-based platform for sharing information, collecting comments, and allowing for project discussion.

BUDGET IMPACT:

There is no direct budget impact associated with this non-action item. The total consulting fee per the agreement is \$52,000. The City budgeted \$42,000 in the 2016 Capital Improvement Program (10-560-52-50-00) for this project. Staff requested financial support from Platte County to assist with the components of the project related to Platte Landing Park. In early 2106, Platte County agreed to budget \$10,000 to support the Parkville Parks Master Plan update.

ALTERNATIVES:

1. Conduct the Parkville Parks Master Plan key leader meeting with the consultant team and provide feedback as necessary.
2. Postpone the item.

STAFF RECOMMENDATION:

Conduct the Parkville Parks Master Plan key leader meeting with the consultant team and provide feedback as necessary.

POLICY:

Section 3.1 of the Parkville Parks Master Plan scope of work designates four key leader groups to be interviewed during the master plan update process. Staff, with input from the steering committee, requested the following four interviews:

1. Parkville Board of Aldermen
2. Platte County Commission
3. Community Leader Group 1
4. Community Leader Group 2

SUGGESTED MOTION:

As this is a non-action item, no motion is necessary.

ATTACHMENTS:

1. Interview Questions
-

Parkville Parks Master Plan

Questions for Stakeholders and Focus Groups

The Park System

1. Is there anything missing from the park system available to Parkville residents?
2. Are there areas of the city without convenient access or with limited access to parks?
3. Are there specific amenities that you wish were available in parks to Parkville residents?
4. Understanding that available funding is limited, should the City focus on improving existing facilities or on building new, additional facilities?
5. Could or should parks play a larger role in preserving environmentally significant areas within the City? Where?

Riverfront

1. Over the years, there have been a number of plans done for Riverfront Parks. Do you remember aspects of those that appealed to you? Some that did not?
2. Are there recreational experiences you have had in other communities that you think would be ideally located along the Riverfront?

Park Programming

1. Are current park program offerings meeting the needs of residents?
2. If not, what areas need improvement?
3. Understanding that staff capacity is limited, what new program areas might the City consider?

Park Operations and Maintenance

1. With the addition of some 130 acres of parkland to the Parkville Park System, almost doubling its size, pressure on maintenance and operations funding will increase. Is this an important consideration as improvement plans are considered?
2. In your opinion, would City residents consider a tax to specifically fund park improvements, maintenance and operations?
3. The City does not have a dedicated funding stream for Park Improvements. What are your thoughts on the specific strengths of a dedicated funding stream approach to park improvements? Weaknesses?



CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

CITY OF PARKVILLE
Memorandum

Date: March 7, 2016
To: Mayor and Board of Aldermen
From: Stephen Lachky, Community Development Director
CC: Lauren Palmer, City Administrator
RE: **Zoning Code & Subdivision Regulations Update**

In 2015, the Board of Aldermen approved a professional services agreement with Gould Evans of Kansas City to update the City of Parkville's Zoning Code and Subdivision Regulations. The City's codes and regulations serve the purpose of promoting the health, safety and welfare of the citizens of Parkville by encouraging the most appropriate and best use of land throughout Parkville; however, many of these codes and regulations were adopted over 40 years ago. Many sections have since been amended as needed, but the majority of codes and regulations have not been comprehensively updated. The Zoning & Subdivision Regulations Update will develop clear, understandable, and user-friendly zoning and subdivision regulation documents that are consistent with existing City plans and policies, implements the 2009 *Parkville Master Plan* and related plans such as the 2014 *Vision Downtown Parkville*, and tailors development and design standards for the City's diverse development contexts and needs.

The City of Parkville's Planning & Zoning Commission is serving as the steering committee for the project, and Community Development Department staff is working in conjunction with the consultant team. Project Initiation — which includes a kickoff meeting, initial code and plan review and development review — has already been completed. The consultant team is currently conducting a section-by-section review of the City's codes and regulations, identifying issues or concerns, conflicts with state statutes, significant deviations from best-practices, and how the regulations either align or conflict with significant planning policies of the City. Upcoming tasks include analysis, discussion, initial drafts, final drafts, and adoption. These tasks include routine work sessions and presentations at the City's Planning & Zoning Commission meetings, as well as two public open houses throughout the year.

The first public open house is scheduled for May 23, 2016, (5:30-7:30 p.m.) in the Board Room at Parkville City Hall (8880 Clark Ave., Parkville, MO 64152). A second public open house will be scheduled for September 2016. The goal is to have a final draft adopted by the Board of Aldermen in October 2016. Please let me know if you have any questions.

ATTACHMENTS:

1. Schedule
 2. Scope of Services
-

**PARKVILLE MISSOURI
ZONING CODE & SUBDIVISION REGULATIONS UPDATE
REVISED SCHEDULE / WORK PLAN – 02/02/16**

PHASE 1 - INITIATION	Status	Notes
<i>Task 1.1 Staff Kickoff Meeting</i>	Completed – Sept. 24, 2015	
<i>Task 1.2 Code and Plan Review</i>	Completed – Nov. 2015	
<i>Task 1.3 Development Review</i>	Completed – Nov. 12, 2015	[note: list of stakeholders to engage in process needs to be refined throughout process]
PHASE 2 - ANALYSIS		
<i>Task 2.1 Audit Report</i>	Completed	2/9 target completion date
<i>Task 2.2 Kickoff Meeting</i>	Completed – Feb. 9, 2016	2/9 P&Z meeting on Audit Report.
<i>Task 2.3 Critical Issues Summaries</i>	In progress	Initial list for review/approval with P&Z on 2/9; summaries papers done February - April
PHASE 3 - DISCUSSION		
<i>Task 3.1 Public Open House</i>		5/23/16 at Parkville City Hall Board Room
<i>Task 3.2 Focus Group / Stakeholder Meetings (4)</i>		TBD – suggested May – July dependent on issues and project status
<i>Task 3.3 P&Z Discussion</i>		TBD – March/April target date
<i>Task 3.4 Board of Aldermen Discussion</i>		TBD – April / May
PHASE 4 - INITIAL DRAFTS		
Task 4.1 Initial Draft		May / June target date
Task 4.2 Interim Drafts		June / August – if necessary
PHASE 5 - FINAL DRAFT		
Task 5.1 Final Draft		August / September target date
Task 5.2 Zoning Map		August / September
Task 5.3 P&Z Commission meeting		September
Task 5.4 Public Open House / Joint Meeting Work Session		September / October
PHASE 6 - ADOPTION		
Task 6.1 Adoption Draft		October
Task 6.2 Adoption Hearings		October / November
Task 6.2 Final Documents		November

Scope of Services: City of Parkville Zoning and Subdivision Regulations Update

Phase 1 – Initiation

Task 1.1 - City Staff Kickoff Meeting. Project manager meeting with City Staff (any staff that regularly use the zoning code and subdivision regulations).

- a. Review: 1) project timeline; 2) major project benchmarks; 3) tentative meeting dates; 4) roles of City Staff, the Advisory Committee, Planning and Zoning Commission and the Board of Aldermen; and 5) procedure for adoption of code revisions.
- b. Review and discuss City Staff provided materials: 1) copies of zoning and subdivision regulations; 2) adopted master plan; 3) summary of major plan objectives; 4) summary of issues previously identified; and 5) any other pertinent project information.
- c. Identify initial list of project stakeholders and strategies for ensuring participation. Identify key community leaders that can help foster participation.
- d. Identify City Staff goals and objectives.

Task 1.2 - Code and Plan Review. Project team to review City Staff provided materials prior to development review meeting.

Task 1.3 - Development Review. Project manager meeting with Community Development and Public Works City Staff to review recent development and related zoning and subdivision issues.

- a. Review and discuss City Staff provided materials: 1) copies of recently considered development plans; 2) City Staff summary of issues, challenges and code shortcomings; and 3) procedural preferences.
- b. Review and refine list of project stakeholders based on development issues and preferences.
- c. Review and refine City Staff goals and objectives based on development issues and preferences.

Phase 2 – Analysis

Task 2.1 - Audit Report. Prepare regulations Audit Report and draft regulation framework for reorganization of development regulations.

- a. The Audit Report will be a section-by-section review of the existing Zoning, Subdivision Regulations and Zoning Map, and will identify issues or concerns, conflicts with state statutes, significant deviations from best practices, and where the regulations either align or conflict with significant planning policies of the City.
- b. Review Audit Report and preliminary regulation framework with City Staff and amend both documents as necessary in preparation of the Kickoff Meeting.

Task 2.2 - Kickoff Meeting. Project team will conduct a project kickoff meeting with the Planning and Zoning Commission.

- a. Review: 1) project approach and timeline; 2) major project benchmarks; 3) progress to date; 4) project meeting dates; 5) project goals and objectives; 6) roles of City Staff, the Advisory Committee, Planning and Zoning Commission and the Board of Aldermen; and 7) procedure for adoption of code revisions.
- b. Review list of project stakeholders, key community leaders and strategies for ensuring participation.
- c. Review and discuss the findings of the Audit Report, identifying critical issues.
- d. Present draft regulation framework for reorganization of development regulations.
- e. Identify and rank priority issues for Critical Issues Summaries to be used for further public outreach and focus group discussion.

Task 2.3 - Critical Issue Summaries. Prepare Critical Issues Summaries.

- a. Prepare brief white papers (2-6 pages) on no more than eight critical issues as prioritized from the Joint Kickoff Meeting. These Critical Issues Summaries will identify: 1) issue background and City policies; 2) regulation conflicts; 3) ranges of options or regulatory strategies; and 4) the project team's preliminary recommendations toward one or more alternatives. The summaries will include a list of resources for those who want to investigate the issues further.
- b. Review Critical Issues Summaries with City Staff and amend summaries, as necessary, in preparation of the Public Open House.
- c. City Staff will update the Planning and Zoning Commission and Board of Aldermen of the progress in preparation for the Public Open House.

Phase 3 - Discussion

Task 3.1 - Public Open House. Conduct an open house to elicit preliminary input from the general public. This is the public kickoff event.

- a. Prepare the Open House, exhibits and supporting materials with three key objectives: 1) provide clear links to City policies, planning priorities from the City's Master Plan, and other primary objective as identified to date; 2) elevate the understanding or important development concepts and potential regulatory strategies; and 3) clearly convey the physical impact that existing and potential regulations have on development and investment in the community. The focus of the Open House will be the issues identified in the Critical Issue Summaries.
- b. Review Open House materials with City Staff and revise materials, as necessary, prior to the Open House. City Staff will distribute Open House materials to the Planning and Zoning Commission and Board of Aldermen in advance of the meeting.

- c. The project team will host the public meeting with assistance from City Staff. The City is to provide and set up the facility, provide necessary sign-in sheets, name badges and any refreshments determined necessary. The project team will provide any necessary electronics (laptops or projectors).

Task 3.2 - Focus Group / Stakeholder Meetings. The project team will conduct up to four focus group / stakeholder meetings. Some issues may require a more in-depth discussion with stakeholders and those impacted by potential regulatory strategies. Although it is anticipated that all focus group / stakeholder meetings will take place according to the project scope, the timing of these meetings may depend on the issues and discussions encountered throughout the project.

- a. Based on the critical issues identified and input to date, the project team will: 1) identify issues that warrant further investigation with focus groups / stakeholders; and 2) prepare a preliminary list of issues to be addressed, options to be considered and questions that will help determine a preferred resolution.
- b. Review recommendations with City Staff to: 1) identify issues that warrant a meeting with the project team versus those that can be held by City Staff; 2) identify associated focus groups / stakeholders to be engaged; 3) determine whether any issues warrant greater involvement by the advisory or other subcommittee; 4) set a preliminary schedule for meetings.
- c. Project manager will conduct up to four meetings. To the extent possible, meetings will be schedule concurrently to maximize efficiency and minimize project costs. Once dates are established, meetings will be organized by City Staff and the City will provide or arrange for necessary meeting space. City Staff may participate in meetings and provide other support, if necessary. The project manager will summarize input from the meeting in preparation for meeting with the Advisory Committee.
- d. City Staff is to conduct additional outreach meetings and/or further materials and research to support these efforts, as necessary. The project team will provide direction on issues to the extent necessary, but will not be responsible for preparation of meeting materials or participation in these meetings. City Staff will summarize input from the meeting in preparation for meeting with the Advisory Committee.

Task 3.3 - Planning and Zoning Commission Discussion. The project manager will conduct an Planning and Zoning Commission meeting to summarize outreach and discussions and present Final Regulation Framework.

- a. Prepare a summary of the outreach to date, the Final Regulation Framework, associated recommendations and summary of next steps. The Final Regulation Framework will be an annotated outline of the subdivision and zoning regulations identifying: 1) areas in need of change – new provisions that are needed or old approaches that do not align with current policies; 2) areas to maintain in current form; and 3) areas to revise and amend, but keep the substantive provisions and intent the same.
- b. Review recommendations with City Staff and make necessary revisions prior to a meeting with the Advisory Committee. City Staff will distribute meeting materials, to the Advisory Committee ahead of the meeting.

- c. Meet with the Advisory Committee to: 1) review a summary of input from the Open House, focus groups, and any other outreach to date; 2) summarize direction on the critical issues for updating regulations; 3) present the Final Regulation Framework; and 4) present associated recommendations. As a result of the meeting, the Advisory Committee will vote to recommend direction to the Board of Aldermen on the critical issues, and suggest any modifications to the Final Regulation Framework.
- d. If consensus cannot be reached on one or more of the critical issues, a second advisory meeting may be held. As an alternative, the issues may be explored further as part of Task 4.2.
- e. City Staff will distribute minutes of the meeting(s) along with the Advisory Committee's recommendation to the Planning and Zoning Commission and Board of Aldermen.

Task 3.4 – Board of Aldermen Discussion. The project manager will conduct and attend a Board of Aldermen meeting to present findings and recommendation to date and the recommendations from the Planning and Zoning Commission meeting. Input from the meeting will give further direction on the development of the Initial Draft.

Phase 4 – Initial Draft

Task 4.1 - Initial Draft. Prepare Initial Draft and present to the Planning and Zoning Commission.

- a. Prepare an Initial Draft of the zoning code and subdivision regulations. The Draft will include a memo to serve as an “executive summary” and will identify key issues for review and discussion.
- b. Review the Initial Draft with City Staff and make necessary revisions prior to a meeting with the Planning and Zoning Commission. City Staff will distribute meeting materials to the Planning and Zoning Commission ahead of the meeting.
- c. Meet with the Planning and Zoning Commission to review the Initial Draft and seek further direction. City Staff will take minutes and prepare a summary of the direction given.

Task 4.2 - Interim Draft. Prepare Interim Draft and conduct special issue meetings.

- a. Prepare an Interim Draft based on direction from the Planning and Zoning Commission. The Interim Draft will focus on refining technical issues and resolving contentious issues or issues that require additional input.
- b. Review Interim Draft with City Staff to: 1) make necessary changes; 2) determine where special meetings to seek additional input may be required; and 3) identify who the special meeting would be held with.
- c. The project manager will hold up to four special meetings. Topics and timing of meetings will depend on discussions in the Initial Draft and may be allocated based on needs as the project evolves. City Staff will arrange for meetings and meeting space and will provide other support, as necessary.

Phase 5 – Final Draft

Task 5.1 - Final Draft. Prepare the Final Draft of the Zoning and Subdivision Regulations.

- a. Prepare the Final Draft, balancing input and direction received with the project team's professional recommendations. The Final Draft will include: 1) an updated executive summary; 2) final formatting; 3) text that is finalized with the exception of any remaining issues which require final direction; and 4) graphics necessary to support and clarify the text.
- b. Review Final Draft with City Staff to make necessary changes prior to presentation to the Planning and Zoning Commission. City Staff will distribute the Final Draft to the Planning and Zoning Commission prior the meeting.

Task 5.2 - Zoning Map. It is expected that the City's zoning district designations will change as a result of the zoning code update. The project team will recommend corresponding mapping changes in consultation with City Staff. These recommendations will be presented to the Planning and Zoning Commission along with the Final Draft.

Task 5.3 – Planning and Zoning Commission Meeting. Present the Final Draft and recommended zoning map revisions to the Planning and Zoning Commission.

- a. The project manager will present the Final Draft and Zoning Map recommendations to the Planning and Zoning Commission seeking additional direction on the Draft. As a result of the meeting the Final Draft will be refined and finalized for the Public Open House.
- b. Review final revisions with City Staff and make necessary changes prior to presentation in the joint work session and Public Open House.

Task 5.4 - Public Open House / Public Official Work Session. Conduct a Public Open House followed by a Joint Work Session of the Planning and Zoning Commission and Board of Aldermen.

- a. The project team will host a public open house with support from City Staff. During the Open House, the project team will present: 1) a summary of input and direction received; 2) a summary of City policies, planning priorities from the City's Master Plan, and other primary objectives that have guided the update; 3) a summary of the critical issues and final recommendations; 4) an executive summary of the updates; and 5) highlights of the major code elements. The Final Draft will be available for review and discussion during the meeting.
- b. Following the open house, the project team will host a joint meeting of the Planning and Zoning Commission and Board of Aldermen to review input received and discuss final direction prior to amending the Final Draft for adoption.

Phase 6 – Adoption

Task 6.1 - Adoption Draft. Prepare the Adoption Draft for the formal review and comment process.

- a. Prepare the Adoption Draft incorporating: 1) comments from the discussion and review of the Final Draft; 2) final graphics; and 3) final formatting.
- b. Review the Adoption Draft with City Staff to make necessary changes prior to presenting the documents to the Planning and Zoning Commission in a public hearing. Review associated map changes to be presented in the public hearing.
- c. City Staff will prepare all related ordinances and reports necessary for adoption.

Task 6.2 - Adoption Hearings / Meetings. The project manager will support up to three meetings for the adoption process, at least one of which is anticipated to be a public hearing before the Parkville Planning Commission and at least one of which is anticipated to be the official adoption by the Board of Alderman. Any additional meetings will be negotiated separately.

Task 6.3 – Final document preparation. Following adoption, the project team will prepare the final document incorporating any changes resulting from adoption. The final document will be provided to the City in Microsoft Word and PDF formats. All related graphics will be provided in a *.jpg or similar format that can be utilized by the City.

City Responsibilities:

- 1. The project team will provide all large-format (anything greater than 11” x 17”) printing and materials. The City will be responsible for printing all small-format (11” x 17” or smaller) materials.
- 2. The City will be responsible for all meeting and hearing announcements, notices, publications and advertisements. The project team will assist with notice content and graphics for the public announcements.
- 3. The City will assist the project team with meetings, as necessary, and will be responsible for arranging meetings and providing, or arranging, meeting spaces.
- 4. The City will be responsible for the GIS work necessary to update the zoning map.
- 5. The City will be responsible for codification of the adopted documents and printing final copies, as necessary.
- 6. During the process items may be identified that warrant more immediate amendments than schedule for the entire document. City staff will be responsible for adoption of these amendments, and the associated public hearings, ordinances and other related matters.

Total Cost:

Phase 1 - Initiation	\$ 3,200
Phase 2 - Analysis	\$ 11,500
Phase 3 - Discussion	\$ 13,300
Phase 4 - Initial Draft	\$ 23,300
Phase 5 - Final Draft	\$ 15,700
<u>Phase 6 - Adoption</u>	<u>\$ 7,400</u>
<i>Total Cost</i>	<i>\$ 74,800</i>

Proposed Schedule:

	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
<i>Phase 1: Initiation</i>														
<i>Phase 2: Analysis</i>														
<i>Phase 3: Discussion</i>														
<i>Phase 4: Initial Draft</i>														
<i>Phase 5: Final Draft</i>														
<i>Phase 6: Adoption</i>														

Meeting Benchmarks:

- Task 1.1 – Staff Kickoff Meeting..... mid to late June
- Task 1.3 – Development Review Meeting late June
- Task 2.2 –Kickoff Meeting late July
- Task 3.1 – Public Open House..... August - early September
- Task 3.2 - Focus Group / Stakeholder Meetings TBD (August – October)*
- Task 3.3 - P&Z Commission Discussion..... September - October
- Task 3.4 – Board of Aldermen Discussion..... October - November
- Task 4.1 – Initial Draft / Planning Commission Meeting..... November
- Task 4.2 – Interim Drafts / Special Meetings TBD (Nov. - Feb. 2016)*
- Task 5.3 - Final Draft / Planning Commission Meeting..... February 2016
- Task 5.4 – Public Open House / Public Official Work Session..... March 2016
- Task 6.2 – Adoption Hearings / Meetings..... April / May 2016
- Task 6.3 – Final Document preparation June 2016

* Meeting benchmarks for Tasks 3.2, Focus Group / Stakeholder Meetings and Task 4.2, Interim Drafts (which includes special meetings as needed) will be scheduled as necessary. As such the benchmark dates are tentatively only and are subject to change following consultation with City Staff.